



Department Budget Presentations

Friday, January 16, 2015

Otter Creek Golf Course – Apex Room

09:30 – 10:15	Police Department
10:15 – 11:00	Fire Department
11:15 – 11:45	Library
11:45 – 12:00	City Clerk
12:00 – 12:15	Human Resources
12:15 – 12:30	Finance
	Lunch
01:00 – 01:45	Parks & Recreation
01:45 – 02:15	Planning & Building
02:15 – 02:45	Management Information Systems
03:00 – 03:30	Communications
03:30 – 04:00	Economic Development
04:00 – 05:00	Public Works/Municipal Utilities



FY 16 / FY 17 POLICE DEPARTMENT BUDGET MEMORANDUM

PATTERNS AND TRENDS

The FY 08/09 budget made over \$100,000 in cuts to operating lines in the PD budget. Once again we amended operating lines, most are contractual, to record increases in building maintenance, legal services, building maintenance supplies and utility costs. Few, if any, of those changes provides improved or better service to our residents. Few, if any, of those changes results in improved training for officers nor does it reduce liability but unfortunately they consume the largest increases making the budget supplemental items so critical for technical and professional growth.

Police officers are trained beyond the scope of what is perceived to be standard service delivery. We have historically trained and equipped police officers to address the H1N1 virus and West Nile virus. We are now training for Ebola exposure and working to identify required equipment to protect our officers so that they can continue to provide service to our City. We routinely perform high risk, low occurrence events such as hostage negotiations, SWAT operations, and barricaded suspect interventions. Civil unrest requires more equipment such as riot shields, helmets, face protection and hand protection. While it is unusual to have these events the training and equipment must be at the ready in order to provide a response expected by our residents and businesses. The police have become the catch-all agency when there is no other practical solution to deal with these issues. Unfortunately, this strategy also requires equipment and training as we continue to expand our responsibilities in society such as Ebola management and training.

The challenge therefore is to equip, train and prepare for all these events whether the events are routine or whether they are high risk low occurrence and increased budget support for existing personnel is mission critical. The movement of chemicals and clandestine drugs on our highways also requires officer training, awareness and equipment to manage accidents, clean-ups, exposures, spills and retention. Federal cooperation in these areas has diminished and local responsibility without outside funding is growing.

There are no personnel requests in this budget following City Council authorization to hire two police officers in the FY14 budget. The School District budget is not created at the time of this memorandum and the open question of School Resource Officers remains unanswered. Hiring, training and completion of all requirements is a 14 month venture to bring an officer on board.

GOALS and OBJECTIVES

This budget is prepared to improve Community Oriented Policing and increase our level of training. The strategy is to provide a better level of service to our community with limited manpower and increasing service demands. A key component of successful policing is building collaborative, trusting relationships with the community and that includes our ability to offer a requested service and professionally expand empowerment among employees. The budget goal is to increase efficiency through technology, improve training and segue into a strategy of community guardianship which shifts the philosophy of engagement. Ultimately our efforts should decrease “officer created jeopardy” and better prepare our police officers to manage a variety of challenges with more options.

Each of our listed budget items and budget supplement items will address these strategies whenever appropriate.

1111 ADMINISTRATION

FY 16

1111.4427 Vehicles – Unit #66 Police Chief 2008 Buick (Non-Personnel) (+ \$26,000)

Identified in the FY 15 budget for replacement in FY 16 the 2008 Buick LaCrosse moves into the Detective fleet and replaces the worst performance vehicle in that fleet. The goal is to keep a fleet of detective vehicles that blend with the older types of vehicles driven by criminals and thereby allow the fleet vehicle to be used for undercover operations and surveillance work. The current vehicle has 47,000 miles. The budget is proposed at \$26,000 and with allowance from the trade-in vehicle the new vehicle will be equipped with emergency lighting and safety equipment.

The vehicle would be purchased from state bid and transfers the 8 year old vehicle for continued use in the fleet. The Buick would be expected to provide service for 4-5 additional years in the detective section.

A mechanic’s report will be used to offset the cost of a vehicle currently in the fleet in Support Services.

1111.4319 Furniture – Equipment (Non-Personnel)
(\$10,353) Furniture

The PD construction in 2008 left 3 offices unfurnished. All furniture was ordered in 2008 for the new building and installed the same year. The furniture was purchased through U.S. Communities bidding through Pigott, Inc. as the lowest bidder. (Pigott, Inc. is located in Des Moines). The line of office furniture we ordered remains available however product lines, styles and colors typically change in response to the consumer market. Pigott, Inc. advises me that a change is probable with this line of furniture. In order to match 2 unfinished offices to the rest of our building we have budgeted exact items through U.S. Communities bidding to complete these 2 rooms. The third room is a larger conference room and it isn't necessary to spend the money on furnishing the room for a few more years.

The furniture will be placed in 2 offices on the 2nd floor (Support Services) and one office would be immediately used by a Support Services Lieutenant. The building and furniture will be 8 years old in this upcoming budget and the possibility to match office furniture in future budgets grows improbable.

1111.4244 Communications Services
(\$4,000) Harris Mobile Radio M7300

During 2014 we had a mobile radio failure. The radio was under warranty and removed from the police vehicle for repair. The radio was shipped to Harris radio for repair and was in their shop for 63 days leaving the police vehicle out of service without a radio for the entire time.

The solution is to purchase one Harris Mobile Radio M7300 to retain as a spare. We presently have no spare radio and without the spare radio an emergency vehicle remains parked and unavailable for service. This is unacceptable to reduce the fleet due to service delays particularly for months and weeks.

The spare radio would allow a swap and allow us to keep the fleet functioning while the inoperative radio receives repairs. Locally, Racom is good with their assistance to remove the equipment but they do not provide repairs. Racom provides software support and manages connectivity issues but the radio is shipped back to the manufacturer for repair, either Florida or Texas.

FY 17

1111.4211 CONSULTING & MANAGEMENT (Non-Personnel) (Community Policing) (\$10,100) CALEA ACCREDITATION

The Commission on Accreditation for Law Enforcement Agencies (CALEA) is a voluntary commitment program geared towards excellence in law enforcement. CALEA dates to the mid-1980s and it provides a fact-based incident management tool for the agency. The goal is to strengthen the accountability of the agency to the community while limiting liability and risk exposure through strategic planning. The values reflect current thinking and standards among law enforcement agencies and assures residents that their police department is up to date in their management practices.

There are two tiers to CALEA. Tier 1 consists of 189 standards and Tier 2 consists of 483 standards. Costs are the same for either Tier. The \$10,100 can be paid in a lump sum or in two installment payments. Tier 2 work averages 22-26 months for an agency. Part of the process requires annual data forms which accompany policies and the review team must have access to the annual data before scheduling a certification appointment. An agency has 36 months to complete the process and then contacts the certification team to review all the work. The certification team costs \$5,200 for airfare, lodging, meals and expenses for the site visit.

Accreditation costs are based on agency size. An agency with 25-199 members costs \$10,100 with a \$4,065 annual continuation rate once accredited. The annual \$4,065 includes assessment charges associated with recertification which occurs every 3 years once certified. The initial cost requires a certification on-site inspection by a team to include lodging, airfare, meals, etc. which costs \$5,200 on average as mentioned earlier and therefore that visit is not included in this budget.

Once committed to the program an agency must complete all the work within 36 months. Very few agencies state-wide are CALEA certified and the failure rate to reach certification can be high especially for smaller agencies who cannot dedicate the time of an officer to build the program.

Ankeny Police Department has an advantage in that our policies, research and standards are prepared to meet CALEA requirements. We believe Tier 1 certification is within reach however Tier 2 would require a strong time commitment from a dedicated individual to reach these stronger goals. I recommend Tier 2 certification for our agency.

The long term commitment creates a budget line of \$4,065 annually. While it is a challenging goal it would distinguish this agency among leadership agencies in the State of Iowa and should be strongly considered for the FY 17 budget. The \$4,065 would unlikely become a budget consideration until FY 19, after all initial work is completed and would be reviewed at that time for actual costs.

1111.4215 IAPro –CITIZEN COMPLAINT TRACKING SOFTWARE (Non-Personnel) (\$10,000 includes IAPro Training Expense)

IAPro is a professional software program used by agencies in the State of Iowa including DPS and Des Moines Police Department. IAPro complements CALEA accreditation because it tracks complaints in a uniform manner and will identify training needs as a result of complaints. The program builds out officer compliance with policy knowledge and generates form letters to complainants as well as standardized forms bearing information about *Garrity* and *Loudermill* rights and warnings. The same software integrates Iowa Code Chapter 80F to include any requirements of the officer Bill of Rights. The captured complaint reaches anyone in the chain that requires notification and tracks progress according to policy.

Should we become CALEA certified IAPro also provides a software program called BLUE TEAM at a cost of \$5,250. BLUE TEAM tracks performances of officers based upon complaints and serves as an early indicator program, a requirement of CALEA that allows our agency to retrain or remediate an officer due to similar complaints. The software serves as an early indicator that an officer's performance has degraded by tracking traits, similarities, patterns and frequency of complaints. I would not recommend BLUE TEAM in FY 17 but would do so in FY 18 once CALEA accreditation is achieved.

The reason BLUE TEAM is recommended is because officers change shifts annually and work for new supervisors. New supervisors may be unfamiliar with earlier complaints that were handled informally and would have no knowledge of frequency. This allows marginal performance to escape recognition and does not allow supervisors to remediate.

Training costs for IAPro are \$1,200 daily + travel expenses. IAPro requires 3 days of training. BLUE TEAM (FY18) requires 2 days of training at the same expense.

1112 Patrol Operations

1112.4354 Minor Equipment (Non-Personnel) (Community Policing) (\$5,400) Radar Display Board

The speed trailer purchased in 1999 has not properly functioned for the past 2-3 years. The trailer weighs 1200 pounds and is very cumbersome to move. The weight has caused injuries including muscle strains and a back injury attempting to move the unit by hand once disengaged from the towing package. The unit cannot be placed on soft ground due to its weight and the rutting it causes particularly if rain is forecast. It cannot be placed in snowy conditions because the unit cannot be pulled over snow mounds created by plowing nor can it be set up in the street for the

same reason during winter. A speed board can be used 12 months yearly, a speed trailer can be used approximately 9 months due to weather.

The PD is called upon to provide speed enforcement in neighborhoods approximately 50-60 times annually. Officers are directed to these areas leaving other areas without coverage but with the same speeding complaints. A speed board is small and versatile. It weighs about 14 pounds and our interest in the board is the computer analysis it provides for us. The computer records speeds based upon tolerances including those speeds above the tolerance limit likely to face prosecution and all speeds are graphed. The value is we can provide that information to the complainant and better utilize our time because it provides the tolerances as a relationship to time of day. Residents like the data and it is a valuable service that we have been unable to provide in recent years. The units can remain in place for days and weeks and the data can be retrieved via Bluetooth. Our inoperable speed trailer required the trailer to be towed back to the PD in order to download captured data.

MUTCD recommends a 12 inch display for capture of speeds up to 45 mph. A larger display is recommended for speeds greater than 45 mph which increases the size of the display to 18 inches while increasing the cost to nearly \$10,000. Those few exceptions for posted speeds above 45 mph do not warrant the larger display. We recommend the 12 inch display for \$5,400 equipped with Bluetooth.

1112.4354 Minor Equipment (Non-Personnel) **(\$4,000) Redman Training Suit for Simunition Training (FY 16 & FY 17)**

During defense tactics training an officer wears a padded suit commonly referred to as a Redman suit. The suit is intended to take strikes and blows in simulated hand to hand combat. This is mandatory bi-annual training in our organization with all sworn police officers and sergeants participating. The current suits are 15 years old and the padding is extremely thin and that leads to injury and bruising by those attired in the protective gear.

The current suits aren't rated for simunition training, an important aspect of our training regimen. The suits cannot be repaired as they are made of foam with a heavier plastic covering. We need to replace these suits at \$2,000 each with a goal of obtaining four suits over FY 16 and FY 17.

Suits are manufactured by Blauer High Gear with marking cartridge ready material. The need for more than one suit is associated with overtime to train personnel. Outfitting 2-4 persons allows us to cut our training overtime by the same time as opposed to training 1 person at a time. The time saved in training defense tactics could be better utilized training officers on community policing, mental health issues and community connection goals.

1112.4354 Minor Equipment (Non-Personnel) (Community Policing)
(\$6,500) Body Worn Cameras (FY 16 & FY 17)

There are known to be 16 manufacturers of body worn cameras. The variances between cameras is staggering to include black/white or color recording, hours of storage, proprietary systems, download speeds, SD card or Bluetooth and so on.

Ankeny PD has five body worn cameras purchased through Viewu that are very early versions of cameras. L3 equips our police squads with mobile cameras and we again have five (5) patrol vehicles in the budget. If we purchase Mobile-Vision cameras the company will provide a free body camera with each Mobile-Vision vehicle camera. Mobile-Vision body cameras can be downloaded to our server as a result.

The limitations of the Mobile Vision camera is that they are proprietary and that ties us to any automatic price increases. Another important consideration is redacting capabilities and our ability to remove or blur data should a request for public release occur. Some manufacturers are working on redact capabilities but many are not.

The Bureau of Justice Administration is supporting several in-progress studies with larger police agencies and their report on body-worn cameras is due to be published in May-June of 2015. There are very strong legal considerations related to body-worn cameras.

The goal for Ankeny PD is to use the existing and acquired L3 Mobile-Vision body cameras in specific situations such as (1) public order policing, (2) SERT callouts, (3) execution of search warrants and home entries and (4) during public special events while on foot patrol. Until studies are made available it is difficult to target a specific camera and price but the goal is to equip those officers involved in specific functions as a kickoff with this project and eventually utilize the cameras during patrol activities. The L3 camera is \$499.00

Cameras range in price from \$199 to \$899. The L3 Body Vision camera costs \$400 but it may not be our long term camera if redacting software isn't available. Viewu is a Seattle company that manufactures the LE3 and the Viewu2. The LE3 costs \$899 but has 12 hours recording time, is waterproof and features 95 degree filming angles. It has built in 802.11 wifi and can be downloaded into dropbox.

We are requesting budget money to move in a permanent direction beginning in FY 16. The forthcoming studies will provide enough detail for our agency to make the best available decision for spending an appropriate amount of money on a camera that functions and serves our purposes and is rugged enough to last several years.

Considering the need for 40 cameras in our agency the price can range from \$8,000 to \$36,000. This program requires a long term financial commitment and confirmation that our City wants to proceed with this technology. If we limit the use to those incidents I identified earlier we would

need 12-16 body worn cameras bringing the purchase price down to \$2,400/\$10,800 to \$3,200/\$16,200 which should be spread over two budgets.

1112. 4339/4354/4427 CANINE UNIT (\$73,000 / Funding Request of \$50,000)

The Police Department has requested a canine unit as a budget supplement since 2006. This budget request has repeatedly fallen to more demanding decisions however, the canine remains the single highest requested tool in the Police Department. Canines are relatively common in police agencies in our state and are used in a variety of services. Ankeny had a canine unit in the 1990's until the dog and handler retired from service.

The FY16 budget has spread the cost of the canine across three operational lines identified above.

The requested canine is intended to assist us in searching for drugs and people. The canine would be used in situations to search vehicles during traffic stops, assist with warrant service, search storage locker facilities, missing person searches, residential searches, hotel/motel walk through searches and ground searches. The dog is considered a tracker or trailing dog but it is not trained to bite.

The start-up costs are demanding but the program maintenance flattens to roughly \$5,000 annually for food, vet bills and insurance. Handlers are typically paid a stipend to lodge the dog at their home, exercise the dog and keep the dog in good health. The handler expense is factored into the \$5,000 annual program at \$25 weekly.

We estimate the dog would be used 300 times annually and while difficult to project we would likely have cash seizures and vehicle seizures that when amortized will offset all costs including initial start-up costs with the program. While this is not a primary goal for a canine unit it is important to note that the canine should become zero cost program when seized assets are considered.

Startup costs include a vehicle dedicated to the canine estimated at \$54,000.

The interior air conditioning/door release mechanism including cage for the dog is \$5,000.

The cost of the dog is estimated at \$5,000.

The 2 week cost for the trainer/handler is \$2,500 x 2 person or \$5,000.

The goal is to train 2 handlers so that we don't lose the use of the dog when a handler is out of work for vacation, FMLA or an extended period of time.

While the purchase of an extra vehicle is expensive the offset is that it is only driven by the handler rather than used 18 hours daily thereby reducing mileage and extending the life of the vehicle for 8-9 years rather than 5 years.

Currently we call upon PCSO to bring their dog however the use of the dog depends upon availability of the dog and handler. Calling a dog to track results in lost time and diminished scent trails as a response is often a 60-90 minute wait. In that time suspects have left the area or missing persons face significant physical challenges considering Iowa winters, low temperatures, snow, ice and wind events.

The significance of raising this issue again in this budget is that the Mid Iowa Narcotics Enforcement (MINE) has decreased from 20 agents to 8-9 agents in recent years. They rely on outside agencies for dogs and MINE is now stretched thin and unable to assist us with every drug case in our growing City. As a result the Ankeny Police Department is now providing a service without all the necessary tools and our drug seizures are unreasonably low without using all the tools afforded by a drug sniffing dog. We are requesting strong consideration for this budget item in FY16.

The proposal asks for a \$50,000 commitment from the City and allow the Police Department to generate donations. The Citizen Police Academy Alumni Association has offered to assist in fund raising along with several other people committed to the procurement of a canine unit. This partnership tasks the Police Department with working to generate the funds before any purchase of a canine is possible. Any start-up costs over \$50,000 would be the challenge of the police and would include items such as bullet-proof vests for the dog, transport cage, tracking harness and an assortment. The costs are expected to range from \$25,000 to \$30,000 beyond the \$50,000 budget request.

1112.4427 Vehicles (FY 16 & FY 17) **(\$238,000) 5 Marked Police Vehicles with Appx. Trade-In Values**

Specifically these are the marked police vehicles. Ankeny purchases off the State of Iowa bid and the winning bid for these vehicles is Stivers Ford again.

We rotate five new vehicles annually completely equipped with new electronics and components. This style of rotation has reduced maintenance costs and breakdowns while pushing these vehicles to nearly 100,000 miles and presumably 200,000 hours of operation.

The vehicles must be pursuit rated and for the ease of maintaining routine maintenance parts including tires, filters and batteries we are proposing Ford models.

The price breakdown follows:

Ford Sedan Interceptor	\$24,857 x 1 = \$ 24,857
Ford SUV Interceptor	\$26,964 x 4 = \$107,856

Equipment includes:

Lightbar	\$1,800
Radar	\$1,600
Computer	\$3,000
Prisoner Seat	\$1,700 to \$1,900
Camera	\$5,000
Graphics	\$1,000

While the above list is not comprehensive the equipment is similar in each vehicle. The SUVs are expected to provide greater trade-in value by estimates of the dealers and they perform better in Iowa winters. The sedan remains a retooled Taurus and is extremely small for most officers wearing gun belts and vests.

The adopted budget for FY 15 for 5 police vehicles was \$244,218 while the projected budget for FY 16 was \$246,000. The biggest change is that the grant for mobile cameras which had been in place was discontinued and that \$25,000 cost is now absorbed by the City in the budget. We have worked to offset those costs by applying the plastic wrap to each vehicle rather than painting as one example.

*The trade-in market has not been established at this time. We estimate the value of trade-in at \$2,500 each or \$12,500 in total reducing our \$250,000 vehicle purchase to \$238,000.00. This estimate would reduce the FY 16 projected line by \$8,000.00.

FY 17

1112.4215 Computer Services (Non – Personnel) (Community Policing) (\$4,000) Adore Software – FTO Tracking

This request is identified in the Patrol Operations line but would nest in the Administration line for computer services. Automated Observation Reports and Evaluations (A.D.O.R.E.) tracks the training of new police officers by their Field Training Officers. Ankeny PD currently uses a booklet shared between the new officer and the FTO. The field training cannot be tracked for progress by other officers and supervisors as a result.

MDE, Inc. hosts the server so there are no costs for compilation of records. The software provides immediate data entry and justification that can be measured by multiple facilitators. This allows us to transition the new officer among the FTOs on different shifts and provides those FTOs with

progress reports accessible at any time. The value is that it compares progress among officers and allows us to strengthen our FTO program if performance measures are sluggish in a consistent manner among officers.

The software is important for those in FTO training however the FTO training provides the foundation for every police officer working for Ankeny and that training delivers the tenets associated with problem-solving policing and community policing theories. The software support is \$600 after the first year and would be budgeted in the FY 18 budget. The support provides upgrades and unlimited support and over the phone information and training.

1112.4336 Ammunition / Range Supplies (Non-Personnel)
(\$6,300) AR-15 Patrol Rifles (3)

Our patrol rifle purchases were initially made in 2004 and spread over 3 years. With agency growth we unfortunately may need to share our rifles between shifts. This is not ideal because rifles are sighted for the individual and during the anxious moment when a rifle is needed it is difficult to know if it is accurately sighted for the shooter or whether that rifle sight has moved. Due to the high risk use of a patrol rifle we recommend the purchase of 3 additional rifles for incoming police officers.

The rifle costs \$1,100, Pelican case \$200, sling \$50, streamlight \$100 and electricsight \$660.

1112.4352 Safety Equipment (Non-Personnel)
(\$5,000) Replacement Vests for SERT Operators - 2

The vests were purchased in 2010 and have stronger protection values against rifle shots and high caliber bullets. The SERT team members who wear these vests are called “operators” and these are the officers who perform the actual physical entry into a house, vehicle or business and the ones most likely to encounter gunfire. Their protective vests costs \$2,500 each to include bicep protection, groin protection and protective armor plates in the carrier vests.

1114 SUPPORT SERVICES

FY 16

No budget requests.

FY 17

1114.4339 Miscellaneous Equipment (\$68,000) Faro 3D Imager

The PD is identifying this piece of equipment because it has a specific application to the recreation of crime scenes particularly inside of a structure. This same equipment could be used outside for fatal accidents and by our estimates would reduce overtime associated with measurements by 50% and improve traffic movement and commerce as a result of increased efficiency.

We presently use a device called Total Station to reproduce 2D images and measurements of locations during an investigation. The Total Station size and base size limits the use of the device in smaller rooms where the Faro 3D Imager is preferred. Both units use a mounted camera that captures exacting dimensions which are extremely important to prosecuting cases and court room testimony. The recreation will capture every item in a 360° scan and provide spatial measurements to within a centimeter. Today, we use tape measures and measuring wheels.

The Faro 3D Imager uses GPS and establishes a set point to begin measures where in the field a hand measure must be made to a finite location such as the center of manhole cover but never a tree or bush.

Recently the Des Moines Police Department has sent the unit to us along with a technician to capture crime scenes at 3 homicides including our officer involved shooting. All three times the Polk County prosecutor requested the device which serves a jury and judge in exacting manners while presenting a criminal case or defending legal circumstances. Des Moines PD has been an excellent partner with assistance but as our calls for service grow so grows our need for specialized equipment to reproduce crime scenes. The Faro 3D Imager would be used at least 12-18 times annually in our City if we owned the device but otherwise it is not easy to borrow.

We have placed this item in the budget for consideration but we will continue to research and explore as many available options we have including the possibility of sharing the device with Des Moines Police Department, a question to be answered by the new police chief.

1114.4427 Vehicles (Non-Personnel)
(\$40,000) Purchase of 2 vehicles in Support Service

The last unmarked patrol vehicle was purchased in 2012 as a used vehicle that year. Many of our vehicles in Support Services were purchased used. We proposed to use the State of Iowa bid and diversify our undercover and surveillance fleet with two vehicles, possibly a regular pick-up truck or cargo van, both bid by DAS in the range of \$20,000 to \$23,000.

Despite the age of our trade-in vehicles, mostly 2005 or 2006 these vehicles should provide us with a trade-in value of \$2,500 each or \$5,000 total. If we cannot get the trade-in value from a dealer we propose to send the vehicles to auction. The \$40,000 vehicle expenditure includes an offset associated with the trade-in vehicle.

The value of purchasing a new vehicle is the warranty and expected life of 8-10 years in Support Services. We have historically paid \$17,000 for a used vehicle with 25,000 miles but the vehicles last us 4-7 years under normal use.

100.1119 CROSSING GUARDS

FY 16

Crossing Guards 100.1119
(No Change)

We currently staff 16 full-time crossing guards at 13 locations including the addition of a guard at Abilene & 36th Street. The number of crossing guards and locations remained the same with the loss of a crossing guard at 9th & School Street when the School District reestablished their boundaries at the beginning of the school year in August 2014. Without new boundaries there are no foreseeable guards required beyond the 16 full-time guards now in use. It is noted that the School District often sets boundaries months after our budget is approved.

Guards are paid \$13.00 per shift following a \$1.00 increase in the rate of pay in the fall of 2013. A current crossing guard costs \$5,837 including \$5,400 in wages, \$413 in FICA and \$24 in IPERS.

FY 17

Crossing Guards 100.1119
(\$5,837) Additional Crossing Guard – Elementary School # 11
(\$2,350) Increase in salary of \$0.75 per shift ½ Year

There is a potential for 2 additional crossing guards in this fiscal budget. Rock Creek Elementary which opened in August 2014 is expected to be at capacity in 2017 which means elementary school # 11 will need to be constructed in 2016 with the possibility of doors open in August 2016. St. Luke the Evangelist Catholic Church and School will be open in August 2015. The Church will open first and the grade school is staged with grades K-3rd opening first and each year they will add two more grades until they reach 8 grades. While many children will be bused to this private school there are children currently attending public schools in Ankeny who may attend and walk to this new school. The City will need to determine if the same 50/50 cost sharing is extended to St. Luke the Evangelist should they request a crossing guard to safely move Ankeny children who elect to walk and cross Irvinedale Drive.

Recommendation: A salary adjustment will need to be considered with the January 2016 calendar year. The average rate of pay in the fall of 2014 was \$13.76. As we approach the FY16 budget we'll need to survey surrounding pay rates. We should target \$0.75 - \$1.00 for ½ the budget year in order to keep pace with surrounding communities. Rates as of 9/14 are (1) Ames \$11.48, (2) Des Moines \$13.18-\$15.49, (3) West Des Moines \$12.74-\$14.75, (4) Urbandale \$17.99 and (5) Ankeny \$13.00.

Animal Control 2224.4291

FY 16

(No Change)

Without notice the ARL increased fees in May 2014 and passed those fees along to contracting cities. The 7 day stray animal hold was originally \$100 and is now \$125 while the quarantine increased from \$150 to \$170. A 25% increase in the 7 day hold may impact nearly 200 animals delivered to the ARL or an increase of \$5,000.00. The quarantine is restricted to bite cases and approximately 20 bite cases are managed by ARL, an increase of \$600.00.

In FY 14 Ankeny PD transported 60 dogs, 128 cats, 1 rabbit and 1 ferret to the ARL. The ARL does not accept wild animals or poultry. We released another 150 animals directly to owners from our facility.

Most animal enforcement actions are municipal in nature meaning our City Attorney writes and presents the charge. The fine is capped at \$750 however after fees and expenses we typically lose money on municipal prosecutions or potentially break even. Not all quarantine costs can be passed along to the owner because we have no owner identified but in those cases where the owner is identified the ARL quarantine costs are usually borne by the owner.

The current \$18,000 line is capable of absorbing the increased fees charged by ARL but only if we remain in a consistent pattern of transporting 180-200 animals annually.

FY 17
(No Change)

Absent a fee increase by Polk County or the ARL the only adjustment would follow any trend in stray animal management whether it is an increase or decrease.

Program		Department				Activity	
Public Safety		Police				Administration	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	3,920	4,950	3,710	4,200	3,900	3,900	3,900
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	13	1,203	-	-	-	-
Total Revenues	\$ 3,920	\$ 4,963	\$ 4,913	\$ 4,200	\$ 3,900	\$ 3,900	\$ 3,900
Expenditure Summary:							
Personal Services	\$ 204,796	\$ 212,707	\$ 213,228	\$ 221,265	\$ 221,839	\$ 228,622	\$ 242,896
Contractual Services	368,668	409,858	429,814	426,281	449,373	445,880	473,207
Commodities	13,907	9,928	16,286	22,844	23,897	28,401	24,401
Capital Outlay	-	-	-	-	-	-	26,000
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 587,371	\$ 632,493	\$ 659,328	\$ 670,390	\$ 695,109	\$ 702,903	\$ 766,504
Personnel Summary:							
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
Police Chief Vehicle	1		2017	Purchase	\$ -	\$ -	\$ 26,000
Total Capital Outlay					\$ -	\$ -	\$ 26,000

CITY OF ANKENY EXPENDITURE REPORT

01/10/2015
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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
					Budget		Balance					
POLICE ADMINISTRATION												
100.1111.												
PERSONAL SERVICES									±			
SALARIES AND WAGES	4101	145,634	156,064	160,178	164,006	44,155	119,851	26.92%		164,006	169,361 *	181,048
OVERTIME WAGES	4102	66	5	37	-	-	-	N/A		100 !	100 !	100
LONGEVITY	4109	500	500	635	1,000	269	731	26.90%		1,000	1,000	1,000
FICA	4116	10,952	11,901	12,041	12,529	3,647	8,882	29.11%		12,394	12,868	13,564
IPERS	4117	2,620	3,217	3,440	3,632	978	2,654	26.93%		3,641	3,899 *	4,627
DEFERRED COMPENSATION	4119	15,000	15,000	15,000	15,000	4,038	10,962	26.92%		15,000	15,000	15,000
EMPLOYEE INSURANCE	4120	27,555	23,822	19,770	19,856	5,541	14,315	27.91%		20,828 *	21,426 *	22,487
WORKERS COMPENSATION	4122	2,469	2,198	2,127	2,242	-	2,242	0.00%	±	1,870	1,968	2,070
EDUCATION ALLOWANCE	4132	-	-	-	3,000	-	3,000	0.00%	±	3,000	3,000	3,000
TOTAL PERSONAL SERVICES		204,796	212,707	213,228	221,265	58,628	162,637	26.50%		221,839	228,622	242,896
CONTRACTUAL SERVICES												
CONSULTING & MANAGEMENT	4211	1,684	3,240	4,119	3,500	1,610	1,890	46.00%	±	3,500	3,500	13,600
LEGAL & RECORDING SERVICES	4212	49,726	55,977	56,234	56,000	14,435	41,565	25.78%		61,000 *	63,000 !	65,000
COMPUTER SERVICES	4215	22,868	22,720	25,576	27,000	8,134	18,866	30.13%	±	27,000	28,000 *	39,000
PRINTING SERVICES	4221	-	-	-	-	-	-	N/A		-	-	-
TOWING & HAULING SERVICES	4223	2,155	3,252	2,096	3,500	-	3,500	0.00%	±	3,500	3,500	3,500
WASTE MANAGEMENT SERVICES	4224	2,267	2,854	2,524	3,000	523	2,477	17.43%	±	3,000	3,000	3,000
LAND & TREE SERVICES	4227	2,063	3,645	2,646	5,000	1,048	3,952	20.96%	±	5,000	5,000	5,000
ELECTRONICS RENTALS	4235	22,380	23,263	39,087	42,750	10,542	32,208	24.66%		42,168	42,698	42,698
ADVERTISING & PUBLICATION	4240	-	-	10	-	-	-	N/A		-	-	-
COMMUNICATIONS SERVICES	4244	6,742	5,864	5,521	8,000	1,488	6,512	18.60%	±	8,000	8,000	8,000
ELECTRIC CHARGES	4247	55,136	56,576	57,522	60,000	17,031	42,969	28.39%		62,000 *	62,000 *	62,000
NATURAL GAS CHARGES	4248	33,880	37,633	46,555	42,000	8,118	33,882	19.33%	±	48,000 !	48,000 !	48,000
GENERAL INSURANCE	4251	87,070	86,651	89,551	87,295	-	87,295	0.00%	±	86,370	85,121	89,225
DUES, MEMBERSHIPS, & LICENSES	4261	1,684	1,704	1,879	2,500	30	2,470	1.20%	±	2,500	2,500	2,500
TRAINING & EDUCATION	4265	135	895	450	1,500	480	1,020	32.00%	±	1,500	1,500	1,500
TRAVEL	4266	87	872	1,289	1,700	324	1,376	19.06%	±	1,700	1,700	1,700
MEETINGS & FOOD	4269	518	205	592	600	122	478	20.33%	±	600	750 !	750
BUILDING MAINTENANCE SERVICES	4270	70,449	95,976	85,225	70,000	17,780	52,220	25.40%		81,000 !	75,000 *	75,000
REVOLVING SERVICES	4271	1,967	378	1,310	436	69	367	15.83%	±	1,435 !	1,511 !	1,634
ELECTRONICS SERVICES	4273	6,734	5,349	4,792	6,000	1,246	4,754	20.77%	±	6,000	6,000	6,000
POSTAGE & SHIPPING	4296	1,122	2,764	2,837	5,500	1,173	4,327	21.33%	±	5,000	5,000	5,000
REFUNDS	4297	-	40	-	-	30	(30)	N/A		100 !	100 !	100
TOTAL CONTRACUTAL SERVICES		368,667	409,858	429,815	426,281	84,183	342,098	19.75%		449,373	445,880	473,207
COMMODITIES												
OFFICE SUPPLIES	4310	4,913	3,152	5,305	10,000	2,038	7,962	20.38%	±	10,000	10,000	10,000
PERIODICALS/BOOKS/MANUALS	4315	213	488	288	500	-	500	0.00%	±	500	500	500
OFFICE EQUIPMENT/FURNITURE	4319	2,177	-	-	-	-	-	N/A		-	-	-
MEDICAL & FIRST-AID SUPPLIES	4333	336	298	281	500	-	500	0.00%	±	500	500	500
MISCELLANEOUS SUPPLIES	4339	1,601	495	954	2,000	-	2,000	0.00%	±	2,000	2,000	2,000
SPECIALS PROGRAMS/EVENTS-SUPPLIES	4343	-	-	-	2,200	-	2,200	0.00%	±	2,000	2,000	2,000
UNIFORMS	4353	494	720	1,157	1,000	285	715	28.50%		2,000 !	2,000 !	2,000
MINOR EQUIPMENT	4354	-	-	333	-	-	-	N/A		-	4,000 !	-
BUILDING MAINTENANCE SUPPLIES	4380	3,950	4,662	7,591	6,000	1,120	4,880	18.67%	±	6,000	6,500 *	6,500
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	222	113	377	644	17	627	2.64%	±	897 !	901 !	901
TOTAL COMMODITIES		13,906	9,928	16,286	22,844	3,460	19,384	15.15%		23,897	28,401	24,401
CAPITAL OUTLAY												
SAFETY EQUIPMENT	4422	-	-	-	-	-	-	N/A		-	-	-
VEHICLES	4427	-	-	-	-	-	-	N/A		-	-	26,000
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A		-	-	26,000
DEBT SERVICE												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A		-	-	-
TOTAL POLICE ADMINISTRATION		587,369	632,493	659,329	670,390	146,271	524,119	21.82%		695,109	702,903	766,504

Program	Department					Activity	
Public Safety	Police					Operations	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	35,964	88,050	94,663	80,000	79,800	63,200	25,800
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	139,460	131,162	102,460	115,000	93,000	98,000	103,000
Total Revenues	\$ 175,424	\$ 219,212	\$ 197,123	\$ 195,000	\$ 172,800	\$ 161,200	\$ 128,800
Expenditure Summary:							
Personal Services	\$ 3,291,814	\$ 3,271,325	\$ 3,525,985	\$ 3,856,804	\$ 3,849,206	\$ 4,087,264	\$ 4,449,777
Contractual Services	117,228	105,677	116,450	143,303	138,569	137,781	141,716
Commodities	244,358	236,875	239,868	294,901	293,204	298,567	306,381
Capital Outlay	-	218,418	217,060	281,218	281,218	245,400	295,000
Debt Service	192,013	181,706	151,518	113,097	113,097	68,653	23,501
Total Expenditures	\$ 3,845,413	\$ 4,014,001	\$ 4,250,881	\$ 4,689,323	\$ 4,675,294	\$ 4,837,665	\$ 5,216,375
Personnel Summary:							
Captain	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Sergeant	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Police Officer (Patrol)	31.00	32.00	33.00	34.00	34.00	34.00	34.00
Community Service Officer	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Total Full Time Equivalents	44.00	45.00	46.00	47.00	47.00	47.00	47.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
Patrol Cars	5	2010	Reserve	\$ 22,793	\$ -	\$ -	
Patrol Cars	5	2011	Reserve	43,303	21,652	-	
Patrol Cars	5	2012	Reserve	47,001	47,001	23,501	
Community Service Officer Truck	1	2015	Purchase	37,000	-	-	
Patrol Vehicles	5	2015	Purchase	244,218	-	-	
Radar Display Board	1	2016	Purchase	-	5,400	-	
Patrol Vehicles	5	2016	Purchase	-	240,000	-	
Patrol Vehicles	5	2017	Purchase	-	-	245,000	
Canine Unit	1	2017	Purchase	-	-	50,000	
Total Capital Outlay				\$ 394,315	\$ 314,053	\$ 318,501	

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
POLICE OPERATIONS											
100.1112.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	2,190,345	2,271,175	2,453,977	2,705,155	705,446	1,999,709	26.08%	2,676,309	2,855,363 *	3,141,800
OVERTIME WAGES	4102	212,889	203,014	206,955	250,000	58,495	191,505	23.40%	± 240,000	255,000	271,000
TEMPORARY WAGES	4103	-	-	713	-	638	(638)	N/A	1,500 !	1,500	1,500
POLICE SPECIAL DETAIL PAY	4104	7,197	13,296	3,065	15,000	6,915	8,085	46.10%	± 15,000	15,500 *	16,000
SHIFT PAY	4105	6,021	6,276	6,596	7,000	1,719	5,281	24.56%	7,000	7,300 *	7,600
EARLY RETIREMENT INCENTIVE	4108	-	-	57,912	-	-	-	N/A	-	-	-
LONGEVITY	4109	27,564	28,287	14,557	14,672	3,788	10,884	25.82%	14,808	15,942 *	17,115
FICA	4116	185,067	183,325	198,405	231,082	59,097	171,985	25.57%	228,078	243,359 *	266,664
IPERS	4117	8,199	8,861	10,580	11,053	2,981	8,072	26.97%	11,553 *	12,107 !	14,029
EMPLOYEE INSURANCE	4120	590,204	491,293	506,774	551,447	155,121	396,326	28.13%	593,380 *	614,011 !	644,769
WORKERS COMPENSATION	4122	40,158	39,146	40,326	42,502	-	42,502	0.00%	± 34,786	36,605	38,500
EDUCATION ALLOWANCE	4132	-	-	-	-	-	-	N/A	-	-	-
CLOTHING ALLOWANCE	4134	24,171	26,652	26,125	28,893	26,789	2,104	92.72%	± 26,792	30,577 *	30,800
TOTAL PERSONAL SERVICES		3,291,815	3,271,325	3,525,985	3,856,804	1,020,989	2,835,815	26.47%	3,849,206	4,087,264	4,449,777
CONTRACTUAL SERVICES											
LEGAL & RECORDING SERVICES	4212	-	-	-	-	-	-	N/A	-	-	-
TOWING & HAULING SERVICES	4223	-	-	-	-	-	-	N/A	-	-	-
ELECTRONICS RENTALS	4235	636	2,120	90	-	-	-	N/A	-	-	-
COMMUNICATIONS SERVICES	4244	5,034	5,252	15,334	5,800	1,429	4,371	24.64%	5,800	5,800	5,800
TRAINING & EDUCATION	4265	41,936	40,581	34,017	50,251	2,672	47,579	5.32%	± 50,251	47,000	47,000
TRAVEL	4266	11,790	6,853	11,941	15,800	3,453	12,347	21.85%	± 15,800	15,800	15,800
REVOLVING SERVICES	4271	45,652	44,092	42,103	50,852	15,473	35,379	30.43%	± 46,118	48,581	52,516
VEHICLE & EQUIPMENT SERVICES	4272	6,187	5,573	12,363	13,000	703	12,297	5.41%	± 13,000	13,000	13,000
ELECTRONICS SERVICES	4273	5,514	683	542	7,000	13	6,987	0.19%	± 7,000	7,000	7,000
CONTRIBUTIONS-PAY TO OTHERS	4291	-	-	-	-	-	-	N/A	-	-	-
POSTAGE & SHIPPING	4296	-	-	-	-	-	-	N/A	-	-	-
REFUNDS	4297	5	193	-	-	-	-	N/A	-	-	-
MISCELLANEOUS SERVICES	4299	475	330	60	600	85	515	14.17%	± 600	600	600
TOTAL CONTRACUTAL SERVICES		117,229	105,677	116,450	143,303	23,828	119,475	16.63%	138,569	137,781	141,716
COMMODITIES											
OFFICE SUPPLIES	4310	4,762	3,280	3,556	6,000	1,389	4,611	23.15%	± 6,000	6,000	6,000
PERIODICALS/BOOKS/MANUALS	4315	1,200	300	-	1,700	-	1,700	0.00%	± 1,700	1,700	1,700
GASOLINE/FUEL	4321	125,210	123,949	113,063	140,000	31,202	108,798	22.29%	± 130,000	135,000	140,000
MEDICAL & FIRST-AID SUPPLIES	4333	915	758	385	1,000	-	1,000	0.00%	± 1,000	1,000	1,000
AMMUNITION/RANGE SUPPLIES	4336	38,861	36,607	42,800	49,000	28,318	20,682	57.79%	± 59,000 !	55,000 !	61,300
MISCELLANEOUS SUPPLIES	4339	132	762	726	2,000	77	1,923	3.85%	± 2,000	2,000	2,000
SAFETY EQUIPMENT	4352	9,266	7,560	8,368	20,400	7,893	12,507	38.69%	± 20,400	12,000	17,000
UNIFORMS	4353	20,362	12,371	16,478	15,200	6,774	8,426	44.57%	± 15,200	13,000	13,000
MINOR EQUIPMENT	4354	3,104	21,987	26,876	21,975	1,592	20,383	7.24%	± 21,975	36,800 !	28,300
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	40,545	29,302	27,615	37,626	8,281	29,345	22.01%	± 35,929	36,067	36,081
TOTAL COMMODITIES		244,357	236,876	239,867	294,901	85,526	209,375	29.00%	293,204	298,567	306,381
CAPITAL OUTLAY											
SAFETY EQUIPMENT	4422	-	-	-	-	-	-	N/A	-	5,400 !	-
VEHICLES	4427	-	218,418	217,060	281,218	24,693	256,525	8.78%	± 281,218	240,000	295,000
TOTAL CAPITAL OUTLAY		-	218,418	217,060	281,218	24,693	256,525	8.78%	281,218	245,400	295,000
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	192,013	181,706	151,518	113,097	-	113,097	0.00%	± 113,097	68,653	23,501
TOTAL DEBT SERVICE		192,013	181,706	151,518	113,097	-	113,097	0.00%	113,097	68,653	23,501
TOTAL POLICE OPERATIONS		3,845,414	4,014,002	4,250,880	4,689,323	1,155,036	3,534,287	24.63%	4,675,294	4,837,665	5,216,375

Program	Department					Activity	
Public Safety	Police					Support Services	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	8,515	9,470	10,070	9,000	9,000	9,000	9,000
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	44,635	-	-	-	-	-	-
Service Charges	22,405	21,294	25,989	24,000	23,000	23,000	23,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,160	15	-	-	-	-	-
Total Revenues	\$ 76,715	\$ 30,779	\$ 36,059	\$ 33,000	\$ 32,000	\$ 32,000	\$ 32,000
Expenditure Summary:							
Personal Services	\$ 1,197,356	\$ 1,179,556	\$ 1,143,418	\$ 1,287,378	\$ 1,250,287	\$ 1,370,207	\$ 1,462,927
Contractual Services	33,922	30,991	39,086	42,510	46,421	47,862	48,725
Commodities	34,695	31,421	35,421	42,798	43,507	42,292	44,295
Capital Outlay	17,123	6,404	20,750	-	-	-	20,000
Debt Service	6,690	4,302	1,914	773	773	773	773
Total Expenditures	\$ 1,289,786	\$ 1,252,674	\$ 1,240,589	\$ 1,373,459	\$ 1,340,988	\$ 1,461,134	\$ 1,576,720
Personnel Summary:							
Captain	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Police Officer (Detective)	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Police Officer (Narcotics)	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Police Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Civilian Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Records Clerk	3.50	3.50	3.50	3.50	3.50	3.50	3.50
Total Full Time Equivalents	15.50	15.50	15.50	15.50	15.50	15.50	15.50
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
Detective Vehicle	1	2012	Reserve	\$ 773	\$ 773	\$ 773	
Detective Vehicle	1	2017	Purchase	-	-	20,000	
Total Capital Outlay				\$ 773	\$ 773	\$ 20,773	

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
POLICE SUPPORT SERVICES					Budget		Balance					
100.1114.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	823,912	841,871	836,313	911,153	237,134	674,019	26.03%		896,719	988,319 *	1,058,113
OVERTIME WAGES	4102	51,859	49,331	47,371	62,000	14,387	47,613	23.20%	±	60,000	62,000	64,000
POLICE SPECIAL DETAIL PAY	4104	1,694	2,883	-	4,300	3,308	992	76.93%	±	4,300	4,500 *	4,700
SHIFT PAY	4105	16	-	2	800	-	800	0.00%	±	800	800	800
LONGEVITY	4109	12,073	12,346	5,500	6,442	1,500	4,942	23.28%	±	6,212	6,500	6,942
FICA	4116	65,347	66,632	64,949	75,841	19,066	56,775	25.14%		74,567	81,781 *	87,361
IPERS	4117	18,668	20,248	21,651	28,548	6,187	22,361	21.67%	±	28,367	29,866 *	34,613
EMPLOYEE INSURANCE	4120	202,081	165,437	150,901	180,301	43,708	136,593	24.24%	±	164,953	181,480	190,513
WORKERS COMPENSATION	4122	14,282	13,383	10,706	11,284	-	11,284	0.00%	±	7,644	8,044	8,460
EDUCATION ALLOWANCE	4132	-	-	-	-	-	-	N/A		-	-	-
CLOTHING ALLOWANCE	4134	7,425	7,425	6,025	6,709	6,725	(16)	100.24%	±	6,725	6,917 *	7,425
TOTAL PERSONAL SERVICES		1,197,357	1,179,556	1,143,418	1,287,378	332,015	955,363	25.79%		1,250,287	1,370,207	1,462,927
CONTRACTUAL SERVICES												
PHOTOGRAPHY & VIDEO SERVICES	4220	-	94	-	-	-	-	N/A		-	-	-
PRINTING SERVICES	4221	-	-	-	-	-	-	N/A		-	-	-
ELECTRONICS RENTALS	4235	600	-	-	-	-	-	N/A		-	-	-
ADVERTISING & PUBLICATION	4240	-	-	18	-	-	-	N/A		-	-	-
COMMUNICATIONS SERVICES	4244	17,408	16,618	18,722	17,800	3,499	14,301	19.66%	±	18,100	18,500 *	18,500
TRAINING & EDUCATION	4265	5,100	4,215	5,996	8,000	515	7,485	6.44%	±	8,000	8,000	8,000
TRAVEL	4266	785	2,392	3,336	3,500	2,219	1,281	63.40%	±	3,500	4,000 !	4,000
REVOLVING SERVICES	4271	6,189	3,044	9,240	6,510	-	6,510	0.00%	±	10,121 !	10,662 !	11,525
VEHICLE & EQUIPMENT SERVICES	4272	553	3,875	1,514	4,000	498	3,502	12.45%	±	4,000	4,000	4,000
ELECTRONICS SERVICES	4273	3,157	328	225	2,700	220	2,480	8.15%	±	2,700	2,700	2,700
REFUNDS	4297	-	15	35	-	-	-	N/A		-	-	-
MISCELLANEOUS SERVICES	4299	131	411	-	-	-	-	N/A		-	-	-
TOTAL CONTRACUTAL SERVICES		33,923	30,992	39,086	42,510	6,951	35,559	16.35%		46,421	47,862	48,725
COMMODITIES												
OFFICE SUPPLIES	4310	6,367	4,383	4,247	7,000	1,141	5,859	16.30%	±	7,000	7,000	7,000
OFFICE EQUIPMENT/FURNITURE	4319	-	-	-	-	-	-	N/A		-	-	-
GASOLINE/FUEL	4321	12,793	10,876	9,879	14,000	2,743	11,257	19.59%	±	12,000	14,000	16,000
MISCELLANEOUS SUPPLIES	4339	4,436	5,563	5,953	6,000	150	5,850	2.50%	±	6,000	6,750 !	6,750
SAFETY EQUIPMENT	4352	1,916	3,942	1,385	2,000	-	2,000	0.00%	±	2,000	2,000	2,000
UNIFORMS	4353	-	-	48	-	-	-	N/A		-	-	-
MINOR EQUIPMENT	4354	3,045	3,065	7,952	7,500	27	7,473	0.36%	±	7,500	3,500	3,500
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	6,137	3,592	5,959	6,298	(124)	6,422	-1.97%	±	9,007 !	9,042 !	9,045
TOTAL COMMODITIES		34,694	31,421	35,423	42,798	3,937	38,861	9.20%		43,507	42,292	44,295
CAPITAL OUTLAY												
OFFICE EQUIPMENT	4420	-	6,404	-	-	-	-	N/A		-	-	-
VEHICLES	4427	17,123	-	20,750	-	-	-	N/A		-	-	20,000
OTHER CAPITAL EQUIPMENT	4429	-	-	-	-	-	-	N/A		-	-	-
TOTAL CAPITAL OUTLAY		17,123	6,404	20,750	-	-	-	N/A		-	-	20,000
DEBT SERVICE												
SUSTAINABILITY REVOLVING LOAN PAYMENTS	4594	1,914	1,914	1,914	773	-	773	0.00%	±	773	773	773
EQUIPMENT RESERVE PAYMENTS	4595	4,776	2,388	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		6,690	4,302	1,914	773	-	773	0.00%		773	773	773
TOTAL POLICE SUPPORT SERVICES		1,289,787	1,252,675	1,240,591	1,373,459	342,903	1,030,556	24.97%		1,340,988	1,461,134	1,576,720

Program		Department				Activity	
Public Safety		Police				School Crossing Guards	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	23,628	37,265	39,552	45,143	44,673	44,697	46,212
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	312	-	-	-	-	-	-
Total Revenues	\$ 23,940	\$ 37,265	\$ 39,552	\$ 45,143	\$ 44,673	\$ 44,697	\$ 46,212
Expenditure Summary:							
Personal Services	\$ 76,408	\$ 76,567	\$ 79,915	\$ 89,287	\$ 88,345	\$ 88,393	\$ 91,424
Contractual Services	-	-	-	-	-	-	-
Commodities	624	218	-	1,000	1,000	1,000	1,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 77,032	\$ 76,785	\$ 79,915	\$ 90,287	\$ 89,345	\$ 89,393	\$ 92,424
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
SCHOOL CROSSING GUARDS					Budget		Balance					
100.1119.												
PERSONAL SERVICES												
TEMPORARY WAGES	4103	65,052	65,232	68,159	75,680	10,764	64,916	14.22%	±	75,000	75,000	77,160
FICA	4116	4,976	4,990	5,214	5,790	823	4,967	14.21%	±	5,738	5,738	5,903
IPERS	4117	4,998	5,263	5,538	6,758	938	5,820	13.88%	±	6,698	6,698	7,354
WORKERS COMPENSATION	4122	1,382	1,082	1,004	1,059	-	1,059	0.00%	±	909	957	1,007
TOTAL PERSONAL SERVICES		76,408	76,567	79,915	89,287	12,525	76,762	14.03%		88,345	88,393	91,424
CONTRACTUAL SERVICES												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL CONTRACUTAL SERVICES		-	-	-	-	-	-	N/A		-	-	-
COMMODITIES												
SAFETY EQUIPMENT	4352	624	218	-	1,000	-	1,000	0.00%	±	1,000	1,000	1,000
TOTAL COMMODITIES		624	218	-	1,000	-	1,000	0.00%		1,000	1,000	1,000
CAPITAL OUTLAY												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A		-	-	-
DEBT SERVICE												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A		-	-	-
TOTAL SCHOOL CROSSING GUARDS		77,032	76,785	79,915	90,287	12,525	77,762	13.87%		89,345	89,393	92,424

Program		Department				Activity	
Public Safety		Police				Animal Control	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	2,200	1,570	1,343	2,000	2,000	2,000	2,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 2,200	\$ 1,570	\$ 1,343	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	11,578	8,693	10,840	18,000	18,000	18,000	18,000
Commodities	40	52	15	300	300	300	300
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 11,618	\$ 8,745	\$ 10,855	\$ 18,300	\$ 18,300	\$ 18,300	\$ 18,300
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
ANIMAL CONTROL											
100.2224.											
PERSONAL SERVICES											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL PERSONAL SERVICES		-	-	-	-	-	-	N/A	-	-	-
CONTRACTUAL SERVICES											
CONTRIBUTIONS-PAY TO OTHERS	4291	11,578	8,693	10,840	18,000	4,539	13,461	25.22%	18,000	18,000	18,000
TOTAL CONTRACUTAL SERVICES		11,578	8,693	10,840	18,000	4,539	13,461	25.22%	18,000	18,000	18,000
COMMODITIES											
MISCELLANEOUS SUPPLIES	4339	40	52	15	300	14	286	4.66%	300	300	300
TOTAL COMMODITIES		40	52	15	300	14	286	4.66%	300	300	300
CAPITAL OUTLAY											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL ANIMAL CONTROL		11,619	8,745	10,855	18,300	4,553	13,747	24.88%	18,300	18,300	18,300

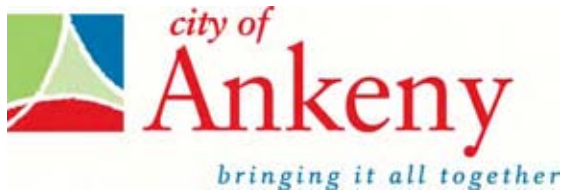
Police Seizure Fund Summary

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Cash Balance, July 1	\$ 107,748	\$ 79,142	\$ 101,862	\$ 72,463	\$ 100,280	\$ 84,438	\$ 88,038
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	380	143	160	100	100	100	100
Intergovernmental	13,796	38,184	32,951	10,000	15,000	15,000	15,000
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	3,405	2,816	2,756	3,000	3,000	3,000	3,000
Total Revenues	\$ 17,581	\$ 41,143	\$ 35,867	\$ 13,100	\$ 18,100	\$ 18,100	\$ 18,100
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 125,329	\$ 120,285	\$ 137,729	\$ 85,563	\$ 118,380	\$ 102,538	\$ 106,138
Expenditures:							
Public Safety:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	6,338	6,119	7,699	6,500	8,500	8,500	8,500
Commodities	16,899	12,304	5,052	8,000	6,000	6,000	6,000
Capital Outlay	22,950	-	24,698	-	19,442	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 46,187	\$ 18,423	\$ 37,449	\$ 14,500	\$ 33,942	\$ 14,500	\$ 14,500
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	<u>\$ 79,142</u>	<u>\$ 101,862</u>	<u>\$ 100,280</u>	<u>\$ 71,063</u>	<u>\$ 84,438</u>	<u>\$ 88,038</u>	<u>\$ 91,638</u>

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
					Budget		Balance				
POLICE SEIZURES											
270.1270.											
PERSONAL SERVICES											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL PERSONAL SERVICES		-	-	-	-	-	-	N/A	-	-	-
CONTRACTUAL SERVICES											
MEDICAL SERVICES	4213	-	-	-	-	-	-	N/A	-	-	-
TOWING & HAULING SERVICES	4223	-	-	-	-	-	-	N/A	-	-	-
ELECTRONICS RENTALS	4235	-	-	-	-	-	-	N/A	-	-	-
TRAINING & EDUCATION	4265	495	-	-	1,000	-	1,000	0.00%	1,000	1,000	1,000
TRAVEL	4266	4,540	1,614	2,876	3,500	-	3,500	0.00%	3,500	3,500	3,500
CONTRIBUTIONS-PAY TO OTHERS	4291	1,303	4,505	4,823	2,000	-	2,000	0.00%	4,000	4,000	4,000
TOTAL CONTRACUTAL SERVICES		6,338	6,119	7,699	6,500	-	6,500	0.00%	8,500	8,500	8,500
COMMODITIES											
AMMUNITION/RANGE SUPPLIES	4336	-	-	-	-	-	-	N/A	-	-	-
MISCELLANEOUS SUPPLIES	4339	-	-	-	-	-	-	N/A	-	-	-
UNIFORMS	4353	-	-	-	-	-	-	N/A	-	-	-
MINOR EQUIPMENT	4354	13,909	8,922	2,000	-	-	-	N/A	-	-	-
WEAPONS	4358	2,990	3,382	3,052	8,000	1,906	6,094	23.83%	6,000	6,000	6,000
TOTAL COMMODITIES		16,899	12,304	5,052	8,000	1,906	6,094	23.83%	6,000	6,000	6,000
CAPITAL OUTLAY											
OFFICE EQUIPMENT	4420	-	-	-	-	-	-	N/A	-	-	-
SAFETY EQUIPMENT	4422	-	-	-	-	-	-	N/A	-	-	-
VEHICLES	4427	-	-	24,698	-	19,442	(19,442)	N/A	19,442	-	-
OTHER CAPITAL EQUIPMENT	4429	22,950	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		22,950	-	24,698	-	19,442	(19,442)	N/A	19,442	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL POLICE SEIZURES		46,187	18,423	37,449	14,500	21,348	(6,848)	147.23%	33,942	14,500	14,500



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Ankeny Fire Department

Budget Memorandum

Fiscal Year 2016

The primary mission of the fire department is to deliver timely emergency response when a person who is having a very bad day needs our help and calls 911. Our secondary mission (which some believe is just as important as emergency response) is to reduce risk in the community so that there are fewer events that require a citizen to call to 911 in the first place. With those two missions in mind, all of our resources (personnel, time and money) are devoted to those two primary goals.

From the customer's point of view, citizen surveys conducted throughout the world consistently tell the same story when it comes to what people value in their local fire department. They want three things from us:

1. A red emergency vehicle shows up quickly when they call 911 because something is going wrong.
2. We seem to know what we are doing when we arrive on scene.
3. The firefighters and paramedics are nice to them.

Our budget requests are all designed to give us the resources needed to continue to improve the services we provide and do a better job of keeping the public and our firefighters safe.

The Ankeny Fire Department Budget Memorandum contains the following sections:

1. New Revenue Proposals
2. Budget Requests for FY 2016
3. Budget Requests for FY 2017
4. Future Outlook

New Revenue Proposals

Adopt a Revised Ambulance Fee Schedule

Our goal is to match what we charge customers for basic and advanced life support ambulance transport to the actual costs of providing this service in Ankeny. In February 2015, the department will begin working on our ambulance fee structure for the FY 2016 budget year. We will review our cost to provide services, the reimbursement requirements outlined by the Center for Medicare and Medicaid Services and fee schedules of similar sized Iowa municipal EMS agencies. We will then submit a council action for change in our fee structure for basic and advanced emergency and non-emergency ambulance transport including mileage reimbursement.

Adopt a Fee Schedule for Fire Prevention Activities

We are proposing a new Fire Department Permit and Fee program to help recover some of the costs of providing fire prevention services to building owners and developers. Currently, the fire department does not charge a fee for construction plan reviews, construction permits and other operational permits. Many buildings require a site inspection to verify compliance to the code. In reviewing similar existing fire department based fee systems in the metro area, this proposed fee structure would be competitive with surrounding jurisdictions.

Budget Requests for FY 2016

Personnel

Full-Time Division Chief of Training and Safety

This position will be responsible for the professional development of all members of the fire department as well as the fire department safety program. This includes the development, administration and presentation of professional training programs related to fire suppression, emergency medical services, hazardous materials, fire prevention, specialized rescue operations and other related public safety topics. This position will also serve as the Fire Department Incident Safety Officer at emergency scenes and the Fire Department Safety Officer for day-to-day operations.

Change in Title for the Fire Marshal

The Division Chief of Life Safety Services/Fire Marshal position has evolved into more than preventing fires. To better describe the full duties of this position, the position title should be changed to Division Chief of Community Risk Reduction. Duties of this position include the warning siren system, open houses and station tours, large community event planning and public safety training programs for the public.

Capital

SCBA Replacement Fire Act Grant Match

The fire department will be resubmitting an unsuccessful Department of Homeland Security grant application for the purchase of 32 new Self Contained Breathing Apparatus (SCBA) in November of 2014. The decision on the new grant request will be made in the summer of 2015. If we are awarded the grant, the grant rules will require a city match of 10% or \$20,000. Our current SCBA systems will reach the limit of life expectancy in FY2016.

Completion of the Fire Station #1 Roof Replacement Project

This request is for repair of the remaining original roof on Fire Station # 1 that was left undone when the bids for roof replacement were higher than anticipated in FY 2015. The remaining portion of the roof is 1,770 square feet which covers the bunker gear room and both men's and women's locker room.

Repair of the Fire Station #1 parking lot and apron areas

The concrete pad and rear apron behind Fire Station #1 is breaking up. This area of concrete was not replaced at the time of the major remodeling project in 2007-2009. Over the past 4-5 years, the Public Works Department has assisted us by providing temporary patching of the continually deteriorating concrete. The gaps that now exist along the seams have grown to the point of becoming large holes and trip hazards. In addition, in the short time that Fire Station #2 has been in operation, we have seen a fair amount of concrete deterioration along several seams at that station as well. It is our request that this maintenance project be considered for the Annual 2014/15 Concrete Replacement/Repair program.

Operating

Upgrade Response, Billing and Reporting Software Programs

Upgrade National Fire Incident Reporting System (NFIRS), Emergency Medical Services (EMS) Reporting System and EMS Billing Software System from two separate vendors (Firehouse and Tritech) to one single vendor, Image Trend Software of Lakeville, Minnesota. Will allow the department to transition from multiple software programs to a single software that is directly compatible with Iowa Fire Service and EMS data submission requirements.

Payroll Simplification Project

The current payroll system utilized by the fire department relies on multiple methods that personnel receive compensation for working shifts in station or responding back to calls. This system is difficult for the employee to utilize and monitor. Due to managing multiple pay types for each employee, processing becomes very intricate and time consuming. The benefits provided by converting to an hourly pay structure include providing a simpler system for the employee to utilize and decreasing the complexity required for administrators to monitor and process payroll. We believe the initial cost of converting the payroll system will be offset by decreasing the time required to process payroll each week and real time

monitoring of personnel and their hours worked. This will allow staff to reduce the hours utilized in managing a complex payroll system and allow them to increase efficiency in their assigned job responsibilities.

Painting of Fire Station #1 Apparatus Bays

The main apparatus bay at Fire Station #1 has not been cleaned or painted since 1999. The bay has a significant amount of construction dust at the ceiling level, and exhaust soot throughout the entire area. Due to the size and height of the room, it will take a professional contractor who has the proper tools and equipment to facilitate such a cleaning and painting project. The project is expected to include a thorough spray washing, followed by spray and brush painting all exposed surfaces in Station #1's bay. This project will cost \$5000.

Budget Requests for FY 2017

Personnel

Full-Time Shift Commanders (Captains)

Many of the current Paid-on-Call (POC) Captains are within a few years of retirement. We are asking for three assigned, full-time shift commanders who are directly responsible for the day-to-day performance of their assigned personnel and overall department operations. We will retain one POC Captain Position to fill in for the full-time captains when they are on vacation or otherwise away from work.

Our senior, part-time, shift command Captains are charged with the responsibility to manage both full and part-time emergency response personnel. Because they work part time, they are not in direct contact with their personnel on a daily basis. The Captains are currently responsible for scheduling, training, and personnel matters, as well as fire stations, equipment, and a significant fleet of emergency response vehicles. The magnitude of these 24-hour responsibilities has out grown the ability of part-time personnel to maintain continuity of performance, address on-going personnel matters and provide our line personnel with quality supervision.

Capital

Replace one 2005 ambulance

Our 2005 model type 3 ambulance is currently in reserve status and is used multiple times per year as front line ambulances are down for service or repair. Replacement will allow the department to rotate the new unit on a regular basis with the other three ambulances, leveling out the mileage and use on all units while maintaining our reserve ambulance program. In addition, purchase of a fourth type 1 unit will allow the department to move forward with a remount program for future ambulance purchases. In this program the ambulance module (box) is reused and the chassis is replaced.

SCBA Replacement

If we are unsuccessful with our Fire Act Grant application in FY 2016, the city will need to strongly consider funding the full cost of this project. The current SCBA system will reach its life expectancy in FY2016 and will need to be replaced no later than July of 2016 (The beginning of FY2017).

Future Outlook

Revenue: EMS revenue will continue to exceed expectations due to increasing 911 call volume.

We expect EMS call volume to increase at 6% per year due to increases in population and commercial activity in Ankeny. We expect EMS revenue will be over \$1,000,000 in FY 2016.

FY 2018 - Six (6) new FTE positions to staff a third ambulance 24/7 (\$600,000)

The fire department is experiencing significant annual increases in EMS calls, resulting in more multiple emergency calls occurring simultaneously. Ankeny continues to grow, especially along its perimeters. The fire department has the capacity, within Station #1, to house a third staffed ambulance. This ambulance will move north when Fire Station #3 is built.

FY 2019 Fire Station #3 (\$5,000,000)

Population growth, along with residential and commercial development, has resulted in longer emergency vehicle travel time to newly developed areas in the northern part of the city. The City of Ankeny's Services Delivery Goal is: "First apparatus arrive on scene within 8 minutes, 80% of the time." During the first 11 months of 2014, the fire department was able to achieve only 52% effectiveness in response times in the growth areas of the NE quadrant, and 65% of the time in the northern portions of the NW quadrant.

FY 2019 Fire Engine #3 Staffing- Six (9) new FTE positions to staff Engine #3 24/7 (\$900,000)

Staffing Fire Station #3 with three personnel (minimum) on the engine is being planned for the FY 2019 budget, or the fiscal year after Fire Station #3 is built. The Lieutenant and Engineer positions on Engine #3 will be full-time and the firefighter position will be filled with POC staff. With these additions in staffing for the third fire station, daily staffing would move from a total of 11 today (7 full time and 4 POC on two engines and two ambulances) to 17 on July 1, 2018 (12 full time and 5 POC on two engines, one truck, three ambulances and one Shift Commander).

Thank you for your consideration and attention to our budget requests. I look forward to answering your questions and providing any additional information that will aid in making final budget decisions.

Program	Department					Activity	
Public Safety	Fire					Emergency Preparedness	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	74,358	72,803	73,262	76,586	127,626	42,850	42,850
Commodities	37	307	432	600	200	200	200
Capital Outlay	15,120	25,843	-	30,751	33,000	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 89,515	\$ 98,953	\$ 73,694	\$ 107,937	\$ 160,826	\$ 43,050	\$ 43,050
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
Warning Siren - Installation	1	2015	Purchase	\$ 8,000	\$ -	\$ -	
Warning Siren - Prairie Ridge Sports Complex	1	2015	Purchase	25,000	-	-	
Total Capital Outlay				\$ 33,000	\$ -	\$ -	

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
EMERGENCY PREPAREDNESS					Budget		Balance				
100.1140.											
PERSONAL SERVICES											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL PERSONAL SERVICES		-	-	-	-	-	-	N/A	-	-	-
CONTRACTUAL SERVICES											
PHOTOGRAPHY & VIDEO SERVICES	4220	-	-	-	-	-	-	N/A	-	-	-
PRINTING SERVICES	4221	-	-	-	500	-	500	0.00%	± 100	100	100
ELECTRIC CHARGES	4247	2,805	2,762	2,953	3,500	790	2,710	22.57%	± 3,500	3,500	3,500
TRAINING & EDUCATION	4265	90	-	-	500	-	500	0.00%	± 500	500	500
TRAVEL	4266	-	-	25	100	-	100	0.00%	± 100	100	100
MEETINGS & FOOD	4269	-	46	51	150	-	150	0.00%	± 150	150	150
BUILDING MAINTENANCE SERVICES	4270	10,127	8,659	8,897	10,500	9,882	618	94.11%	± 12,000	12,000	12,000
CONTRIBUTIONS-PAY TO OTHERS	4291	61,336	61,336	61,336	61,336	49,940	11,396	81.42%	± 111,276	26,500	26,500
TOTAL CONTRACUTAL SERVICES		74,358	72,803	73,262	76,586	60,612	15,974	79.14%	127,626	42,850	42,850
COMMODITIES											
OFFICE SUPPLIES	4310	-	-	382	500	-	500	0.00%	± 100	100	100
MISCELLANEOUS SUPPLIES	4339	37	300	-	-	-	-	N/A	-	-	-
SAFETY EQUIPMENT	4352	-	-	-	-	-	-	N/A	-	-	-
UNIFORMS	4353	-	-	-	-	-	-	N/A	-	-	-
BUILDING MAINTENANCE SUPPLIES	4380	-	7	50	100	-	100	0.00%	± 100	100	100
TOTAL COMMODITIES		37	307	432	600	-	600	0.00%	200	200	200
CAPITAL OUTLAY											
SAFETY EQUIPMENT	4422	15,120	25,843	-	30,751	18,064	12,687	58.74%	± 33,000	*	-
TOTAL CAPITAL OUTLAY		15,120	25,843	-	30,751	18,064	12,687	58.74%	33,000	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL EMERGENCY PREPAREDNESS		89,515	98,953	73,694	107,937	78,676	29,261	72.89%	160,826	43,050	43,050

Program	Department					Activity	
Public Safety	Fire					Support	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	234,524	237,107	250,108	246,000	246,000	255,000	257,000
Service Charges	100	35	170	100	100	100	100
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	4,991	11,530	6,386	10,000	10,000	10,000	10,000
Total Revenues	\$ 239,615	\$ 248,672	\$ 256,664	\$ 256,100	\$ 256,100	\$ 265,100	\$ 267,100
Expenditure Summary:							
Personal Services	\$ 331,038	\$ 342,487	\$ 446,415	\$ 340,469	\$ 360,376	\$ 425,231	\$ 506,033
Contractual Services	150,799	154,500	165,809	231,062	227,571	242,473	169,645
Commodities	32,985	37,751	33,170	41,364	43,004	41,714	41,715
Capital Outlay	-	-	21,962	-	-	-	-
Debt Service	6,050	6,050	3,025	-	-	-	-
Total Expenditures	\$ 520,872	\$ 540,788	\$ 670,381	\$ 612,895	\$ 630,951	\$ 709,418	\$ 717,393
Personnel Summary:							
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Division Chief - Training & Safety	-	-	-	-	-	1.00	1.00
Division Chief - Community Risk Reduction	-	-	-	-	-	1.00	1.00
Division Chief - Life Safety Services/Fire Marshal	1.00	1.00	1.00	1.00	1.00	-	-
Civilian Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents	3.00	3.00	3.00	3.00	3.00	4.00	4.00
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
FIRE SUPPORT SERVICES												
100.1141.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	224,833	242,234	262,837	242,441	71,873	170,568	29.65%	±	258,434	307,953	370,096
OVERTIME WAGES	4102	39	7	126	500	-	500	0.00%	±	500	500	500
EARLY RETIREMENT INCENTIVE	4108	-	-	84,639	-	-	-	N/A	-	-	-	-
LONGEVITY	4109	2,500	2,942	4,211	3,500	942	2,558	26.91%	-	3,500	3,500	3,500
FICA	4116	17,321	18,600	18,817	19,005	5,558	13,447	29.24%	-	20,091	23,593	28,163
IPERS	4117	3,290	4,000	4,378	4,739	1,288	3,451	27.18%	-	4,739	5,066	5,997
DEFERRED COMPENSATION	4119	15,000	15,000	8,192	2,000	1,077	923	53.85%	±	3,000	4,000	5,000
EMPLOYEE INSURANCE	4120	38,849	32,385	34,995	38,542	10,032	28,510	26.03%	-	36,382	45,126	55,447
WORKERS COMPENSATION	4122	29,206	27,319	28,219	29,742	-	29,742	0.00%	±	33,730	35,493	37,330
TOTAL PERSONAL SERVICES		331,038	342,487	446,414	340,469	90,770	249,699	26.66%		360,376	425,231	506,033
CONTRACTUAL SERVICES												
CONSULTING & MANAGEMENT	4211	1,225	350	180	350	180	170	51.43%	±	360	360	360
LEGAL & RECORDING SERVICES	4212	135	630	765	1,000	-	1,000	0.00%	±	1,000	1,000	1,000
PHOTOGRAPHY & VIDEO SERVICES	4220	-	-	-	-	-	-	N/A	-	-	-	-
PRINTING SERVICES	4221	383	496	479	1,000	-	1,000	0.00%	±	500	500	500
WASTE MANAGEMENT SERVICES	4224	2,010	1,975	2,023	2,400	508	1,892	21.17%	±	2,400	2,400	2,400
LAND & TREE SERVICES	4227	1,491	1,891	2,439	2,500	928	1,572	37.12%	±	2,500	2,500	2,500
ELECTRONICS RENTALS	4235	-	-	-	-	-	-	N/A	-	-	-	-
ADVERTISING & PUBLICATION	4240	-	50	-	-	-	-	N/A	-	-	-	-
COMMUNICATIONS SERVICES	4244	6,791	6,491	4,988	5,560	1,127	4,433	20.27%	±	5,060	5,060	5,060
ELECTRIC CHARGES	4247	27,582	30,764	31,312	33,000	6,658	26,342	20.18%	±	33,000	33,000	33,000
NATURAL GAS CHARGES	4248	7,992	10,691	12,201	13,000	725	12,275	5.58%	±	13,000	13,000	13,000
GENERAL INSURANCE	4251	49,979	47,992	63,617	62,014	-	62,014	0.00%	±	49,553	48,836	51,191
DUES, MEMBERSHIPS, & LICENSES	4261	1,099	1,469	975	1,600	325	1,275	20.31%	±	1,600	1,600	1,600
TRAINING & EDUCATION	4265	930	278	1,485	1,250	130	1,120	10.40%	±	1,250	1,250	1,250
TRAVEL	4266	631	607	1,063	3,000	434	2,566	14.47%	±	3,000	3,000	3,000
BUILDING MAINTENANCE SERVICES	4270	40,230	42,029	34,081	94,000	11,559	82,441	12.30%	±	104,000	119,451	44,000
REVOLVING SERVICES	4271	5,140	3,198	2,874	3,688	826	2,862	22.40%	±	3,148	3,316	3,584
VEHICLE & EQUIPMENT SERVICES	4272	1,024	825	3,122	1,000	825	175	82.50%	±	2,000	2,000	2,000
ELECTRONICS SERVICES	4273	1,723	1,703	1,487	2,500	335	2,165	13.40%	±	2,000	2,000	2,000
CONTRIBUTIONS-PAY TO OTHERS	4291	-	-	-	-	-	-	N/A	-	-	-	-
SPECIALS PROGRAMS/EVENTS-SERVICES	4292	2,435	2,935	2,720	3,000	133	2,867	4.43%	±	3,000	3,000	3,000
POSTAGE & SHIPPING	4296	-	125	-	200	-	200	0.00%	±	200	200	200
REFUNDS	4297	-	-	-	-	-	-	N/A	-	-	-	-
TOTAL CONTRACUTAL SERVICES		150,800	154,499	165,811	231,062	24,693	206,369	10.69%		227,571	242,473	169,645
COMMODITIES												
OFFICE SUPPLIES	4310	5,219	4,096	4,391	6,000	812	5,188	13.53%	±	5,500	5,500	5,500
PERIODICALS/BOOKS/MANUALS	4315	680	1,308	1,545	1,200	21	1,179	1.75%	±	1,200	1,200	1,200
OFFICE EQUIPMENT/FURNITURE	4319	-	-	1,713	900	-	900	0.00%	±	900	900	900
GASOLINE/FUEL	4321	3,317	3,394	1,878	4,000	-	4,000	0.00%	±	4,000	4,000	4,000
MEDICAL & FIRST-AID SUPPLIES	4333	-	-	-	-	-	-	N/A	-	-	-	-
MISCELLANEOUS SUPPLIES	4339	1,007	1,459	1,286	1,500	222	1,278	14.80%	±	1,500	1,500	1,500
UNIFORMS	4353	1,388	798	543	1,400	1,946	(546)	139.00%	±	2,700	1,400	1,400
MINOR EQUIPMENT	4354	703	713	263	-	-	-	N/A	-	-	-	-
MERCHANDISE FOR RESALE	4371	4,991	11,611	6,338	10,000	1,608	8,392	16.08%	±	10,000	10,000	10,000
BUILDING MAINTENANCE SUPPLIES	4380	12,113	12,287	13,078	12,500	4,428	8,072	35.42%	±	13,500	13,500	13,500
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	3,567	2,084	2,134	3,864	203	3,661	5.25%	±	3,704	3,714	3,715
TOTAL COMMODITIES		32,985	37,750	33,169	41,364	9,240	32,124	22.34%		43,004	41,714	41,715
CAPITAL OUTLAY												
BUILDING CONSTRUCTION	4412	-	-	-	-	-	-	N/A	-	-	-	-
VEHICLES	4427	-	-	21,962	-	-	-	N/A	-	-	-	-
TOTAL CAPITAL OUTLAY		-	-	21,962	-	-	-	N/A		-	-	-
DEBT SERVICE												
EQUIPMENT RESERVE PAYMENTS	4595	6,050	6,050	3,025	-	-	-	N/A	-	-	-	-
TOTAL DEBT SERVICE		6,050	6,050	3,025	-	-	-	N/A		-	-	-
TOTAL FIRE SUPPORT SERVICES		520,873	540,786	670,381	612,895	124,703	488,192	20.35%		630,951	709,418	717,393

Program		Department				Activity	
Public Safety		Fire				Suppression	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	180,000	-
Service Charges	6,708	7,196	4,542	7,000	5,000	5,000	5,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	400	653	527	-	-	-	-
Total Revenues	\$ 7,108	\$ 7,849	\$ 5,069	\$ 7,000	\$ 5,000	\$ 185,000	\$ 5,000
Expenditure Summary:							
Personal Services	\$ 298,773	\$ 302,250	\$ 317,325	\$ 340,430	\$ 336,090	\$ 885,552	\$ 937,719
Contractual Services	60,373	50,107	81,536	80,653	95,010	95,407	98,440
Commodities	95,577	115,141	116,116	163,495	113,432	328,338	121,348
Capital Outlay	5,989	-	-	6,000	6,000	6,200	-
Debt Service	12,432	-	-	-	-	-	-
Total Expenditures	\$ 473,144	\$ 467,498	\$ 514,977	\$ 590,578	\$ 550,532	\$ 1,315,497	\$ 1,157,507
Personnel Summary:							
Deputy Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	-	-	-	-	-	3.00	3.00
Engineer	-	-	-	-	-	3.00	3.00
Total Full-Time Equivalents	1.00	1.00	1.00	1.00	1.00	7.00	7.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
Knox Box System		1	2015	Purchase	\$ 6,000	\$ -	\$ -
Vehicle Stabilization Kit		1	2016	Purchase	-	6,200	-
Total Capital Outlay					\$ 6,000	\$ 6,200	\$ -

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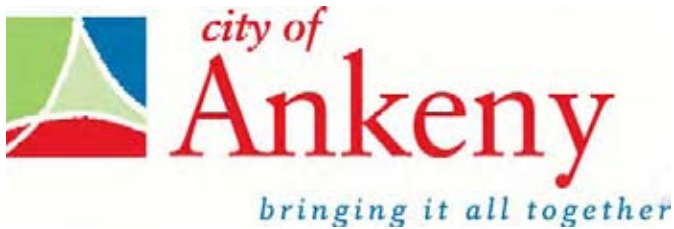
		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
FIRE SUPPRESSION												
100.1142.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	78,692	88,419	98,030	99,431	26,770	72,661	26.92%		99,431	500,906	534,003
OVERTIME WAGES	4102	-	273	-	-	-	-	N/A		-	26,702	28,425
TEMPORARY WAGES	4103	-	-	-	-	-	-	N/A		-	-	-
CALL PAY	4106	65,048	61,828	60,860	73,000	15,048	57,952	20.61%	+	70,000	72,000	74,000
LONGEVITY	4109	442	500	500	500	135	365	27.00%		500	500	942
FICA	4116	11,005	11,538	12,243	13,230	3,192	10,038	24.13%	+	13,000	45,907	48,760
IPERS	4117	6,485	6,363	6,178	7,402	1,526	5,876	20.62%	+	7,098	7,085	7,282
EMPLOYEE INSURANCE	4120	6,620	5,821	6,013	6,159	1,673	4,486	27.16%		6,350	85,436	89,681
WORKERS COMPENSATION	4122	130,481	127,508	133,502	140,708	-	140,708	0.00%	+	139,711	147,016	154,626
TOTAL PERSONAL SERVICES		298,773	302,250	317,326	340,430	48,344	292,086	14.20%		336,090	885,552	937,719
CONTRACTUAL SERVICES												
COMPUTER SERVICES	4215	6,348	4,160	4,220	5,000	2,195	2,805	43.90%	+	5,000	5,000	5,000
TOWING & HAULING SERVICES	4223	-	-	259	-	-	-	N/A		-	-	-
COMMUNICATIONS SERVICES	4244	3,941	3,624	21,812	22,292	3,951	18,341	17.72%	+	23,574	23,574	23,574
DUES, MEMBERSHIPS, & LICENSES	4261	20	-	20	100	-	100	0.00%	+	100	100	100
TRAINING & EDUCATION	4265	7,231	4,633	4,175	8,000	961	7,039	12.01%	+	8,000	8,000	8,000
TRAVEL	4266	519	1,886	200	3,000	-	3,000	0.00%	+	3,000	3,000	3,000
REVOLVING SERVICES	4271	24,988	19,562	32,442	22,561	6,123	16,438	27.14%		35,536	37,433	40,466
VEHICLE & EQUIPMENT SERVICES	4272	17,029	16,147	18,021	19,500	7,309	12,191	37.48%	+	19,500	18,000	18,000
ELECTRONICS SERVICES	4273	141	-	-	-	-	-	N/A		-	-	-
POSTAGE & SHIPPING	4296	88	74	96	200	33	167	16.50%	+	200	200	200
MISCELLANEOUS SERVICES	4299	67	20	291	-	42	(42)	N/A		100	100	100
TOTAL CONTRACUTAL SERVICES		60,372	50,106	81,536	80,653	20,614	60,039	25.56%		95,010	95,407	98,440
COMMODITIES												
PERIODICALS/BOOKS/MANUALS	4315	3,411	-	-	75	-	75	0.00%	+	75	75	4,075
OFFICE EQUIPMENT/FURNITURE	4319	-	-	612	-	-	-	N/A		-	-	-
GASOLINE/FUEL	4321	31,573	31,551	29,129	36,000	7,373	28,627	20.48%	+	34,000	35,000	36,000
OILS & LUBRICANTS	4322	-	-	-	-	-	-	N/A		-	-	-
HAZ MAT SUPPLIES	4335	914	3,211	2,629	3,500	-	3,500	0.00%	+	3,500	3,500	3,500
MISCELLANEOUS SUPPLIES	4339	87	83	665	2,000	246	1,754	12.30%	+	2,000	2,000	2,000
SPECIALS PROGRAMS/EVENTS-SUPPLIES	4343	-	-	-	-	-	-	N/A		-	-	-
SAFETY EQUIPMENT	4352	30,343	32,772	32,630	87,000	2,399	84,601	2.76%	+	35,000	247,000	35,000
UNIFORMS	4353	343	363	420	700	-	700	0.00%	+	700	2,500	2,500
MINOR EQUIPMENT	4354	9,560	28,591	26,200	13,000	2,458	10,542	18.91%	+	13,000	13,000	13,000
BUILDING MAINTENANCE SUPPLIES	4380	-	51	-	-	-	-	N/A		-	-	-
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	19,345	18,519	23,831	21,220	3,774	17,446	17.79%	+	25,157	25,263	25,273
ELECTRONICS MAINT SUPPLIES	4383	-	-	-	-	-	-	N/A		-	-	-
TOTAL COMMODITIES		95,576	115,141	116,116	163,495	16,250	147,245	9.94%		113,432	328,338	121,348
CAPITAL OUTLAY												
SAFETY EQUIPMENT	4422	5,989	-	-	6,000	4,424	1,576	73.73%	+	6,000	6,200	-
VEHICLES	4427	-	-	-	-	-	-	N/A		-	-	-
TOTAL CAPITAL OUTLAY		5,989	-	-	6,000	4,424	1,576	73.73%		6,000	6,200	-
DEBT SERVICE												
EQUIPMENT RESERVE PAYMENTS	4595	12,432	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		12,432	-	-	-	-	-	N/A		-	-	-
TOTAL FIRE SUPPRESSION		473,142	467,497	514,978	590,578	89,632	500,946	15.18%		550,532	1,315,497	1,157,507

Program	Department					Activity	
Public Safety	Fire					Emergency Medical Services	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	758,702	913,890	892,868	860,100	890,100	910,100	930,100
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	2,039	1,275	2,147	-	-	-	-
Total Revenues	\$ 760,741	\$ 915,165	\$ 895,015	\$ 860,100	\$ 890,100	\$ 910,100	\$ 930,100
Expenditure Summary:							
Personal Services	\$ 2,395,859	\$ 2,553,443	\$ 2,669,623	\$ 2,884,792	\$ 3,020,023	\$ 2,647,620	\$ 2,834,906
Contractual Services	71,652	74,387	71,221	90,992	87,990	86,159	139,644
Commodities	145,168	119,006	112,332	136,987	140,292	148,926	152,529
Capital Outlay	25,095	194,329	213,702	7,700	7,700	-	193,000
Debt Service	42,661	39,147	17,816	-	-	-	-
Total Expenditures	\$ 2,680,435	\$ 2,980,312	\$ 3,084,694	\$ 3,120,471	\$ 3,256,005	\$ 2,882,705	\$ 3,320,079
Personnel Summary:							
Deputy Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	3.00	3.00	3.00	3.00	3.00	-	-
Engineer	3.00	3.00	3.00	3.00	3.00	-	-
Paramedic	15.00	15.00	15.00	15.00	15.00	15.00	15.00
Administrative Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Intern	-	-	-	0.50	0.50	0.50	0.50
Total Full-Time Equivalents	23.00	23.00	23.00	23.50	23.50	17.50	17.50
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
Controlled Access Pharmacy Dispenser	1	2015	Purchase	\$ 7,700	\$ -	\$ -	
Ambulance	1	2017	Purchase	-	-	193,000	
Total Capital Outlay				\$ 7,700	\$ -	\$ 193,000	

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
EMERGENCY MEDICAL SERVICES												
100.1144.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	971,602	1,051,121	1,095,678	1,221,109	324,050	897,059	26.54%		1,219,675	893,106	985,656
OVERTIME WAGES	4102	76,677	90,864	93,358	102,128	20,214	81,914	19.79%	±	102,110	83,223	90,432
TEMPORARY WAGES	4103	794,478	855,518	920,250	937,524	254,017	683,507	27.09%		952,000	1,001,218	1,051,218
CALL PAY	4106	56,272	55,961	57,633	70,000	17,567	52,433	25.10%		70,000	73,000	76,000
LONGEVITY	4109	4,327	5,000	538	1,000	269	731	26.90%		1,000	1,365	1,500
FICA	4116	142,572	153,724	161,814	178,382	46,055	132,327	25.82%		179,377	156,970	168,666
IPERS	4117	88,815	97,449	104,406	107,652	28,705	78,947	26.66%		109,120	111,522	117,553
EMPLOYEE INSURANCE	4120	237,549	204,904	200,079	229,197	61,857	167,340	26.99%		235,811	168,394	176,838
WORKERS COMPENSATION	4122	23,567	38,903	35,865	37,800	-	37,800	0.00%	±	150,930	158,822	167,043
TOTAL PERSONAL SERVICES		2,395,859	2,553,444	2,669,621	2,884,792	752,734	2,132,058	26.09%		3,020,023	2,647,620	2,834,906
CONTRACTUAL SERVICES												
MEDICAL SERVICES	4213	12,000	12,000	12,000	18,000	3,400	14,600	18.89%	±	17,000	17,000	17,000
FINANCIAL SERVICES	4214	157	548	1,016	1,200	377	823	31.42%	±	1,600	1,600	1,600
COMPUTER SERVICES	4215	13,923	14,315	15,231	15,500	8,714	6,786	56.22%	±	17,100	17,600	70,015
PRINTING SERVICES	4221	727	942	1,547	1,000	127	873	12.70%	±	1,000	1,000	1,000
WASTE MANAGEMENT SERVICES	4224	1,952	2,265	2,560	2,600	128	2,472	4.92%	±	2,600	2,600	2,600
COMMUNICATIONS SERVICES	4244	2,016	1,806	2,832	3,860	643	3,217	16.66%	±	3,560	3,560	3,560
GENERAL INSURANCE	4251	2,036	1,886	-	-	-	-	N/A		-	-	-
DUES, MEMBERSHIPS, & LICENSES	4261	965	1,275	1,766	1,300	19	1,281	1.46%	±	1,300	1,300	1,300
TRAINING & EDUCATION	4265	9,492	15,004	7,174	14,000	-	14,000	0.00%	±	14,000	14,000	14,000
TRAVEL	4266	1,996	1,951	1,300	2,200	97	2,103	4.41%	±	2,200	2,200	2,200
REVOLVING SERVICES	4271	14,445	16,675	11,439	19,232	2,023	17,209	10.52%	±	12,530	13,199	14,269
VEHICLE & EQUIPMENT SERVICES	4272	8,637	-	-	5,000	12	4,988	0.24%	±	5,000	5,000	5,000
POSTAGE & SHIPPING	4296	82	25	-	100	-	100	0.00%	±	100	100	100
REFUNDS	4297	3,146	5,697	10,755	7,000	1,741	5,259	24.87%		10,000	7,000	7,000
MISCELLANEOUS SERVICES	4299	80	-	3,600	-	-	-	N/A		-	-	-
TOTAL CONTRACUTAL SERVICES		71,654	74,389	71,220	90,992	17,281	73,711	18.99%		87,990	86,159	139,644
COMMODITIES												
PERIODICALS/BOOKS/MANUALS	4315	673	2,191	1,234	2,000	44	1,956	2.20%	±	1,200	1,200	1,200
OFFICE EQUIPMENT/FURNITURE	4319	-	462	-	-	-	-	N/A		-	-	-
GASOLINE/FUEL	4321	24,284	24,078	23,299	29,000	6,632	22,368	22.87%	±	28,000	29,000	30,000
MEDICAL & FIRST-AID SUPPLIES	4333	44,767	51,536	58,823	60,000	16,883	43,117	28.14%		68,000	74,000	80,000
MISCELLANEOUS SUPPLIES	4339	225	86	89	300	156	144	52.00%	±	300	300	300
SAFETY EQUIPMENT	4352	29,375	3,590	-	-	-	-	N/A		-	3,400	-
UNIFORMS	4353	23,380	16,693	16,688	20,900	1,124	19,776	5.38%	±	20,900	19,100	19,100
MINOR EQUIPMENT	4354	5,375	3,650	5,388	7,000	1,663	5,337	23.76%	±	7,000	7,000	7,000
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	17,089	16,718	6,812	17,787	2,091	15,696	11.76%	±	14,892	14,926	14,929
TOTAL COMMODITIES		145,168	119,004	112,333	136,987	28,593	108,394	20.87%		140,292	148,926	152,529
CAPITAL OUTLAY												
SAFETY EQUIPMENT	4422	25,095	13,410	7,699	7,700	-	7,700	0.00%	±	7,700	-	-
VEHICLES	4427	-	180,919	206,003	-	-	-	N/A		-	-	193,000
TOTAL CAPITAL OUTLAY		25,095	194,329	213,702	7,700	-	7,700	0.00%		7,700	-	193,000
DEBT SERVICE												
EQUIPMENT RESERVE PAYMENTS	4595	42,661	39,147	17,816	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		42,661	39,147	17,816	-	-	-	N/A		-	-	-
TOTAL EMERGENCY MEDICAL SERVICES		2,680,437	2,980,313	3,084,692	3,120,471	798,608	2,321,863	25.59%		3,256,005	2,882,705	3,320,079



Samuel Mitchel

Library Director

(p) 515.965.6461

smitchel@ankenyiowa.gov

MEMORANDUM

TO: Jennifer Sease, Finance Director
FROM: Samuel Mitchel, Library Director
DATE: December 1, 2014
RE: FY 2016 Budget Memorandum

Mission

The Kirkendall Public Library continues its mission to; enhance community members' lives by offering experiences to support and nourish the community's spirit, imagination, and culture, providing opportunities for growth and success, contributing to the growth and development of families and children and supporting the economic vitality of the community. The library provides equal access to quality information services, materials and resources to all members of the community.

Review

The library staff evaluated its current space and resources to better meet community needs. With installation of additional shelving, the library has exhausted its space for shelving for the public collection. The top and bottom shelves are being utilized as well. Re-positioning the Adult Fiction and Non-fiction collections will better accommodate for growth. Once the adult collection has been shifted to make use of the new shelves and reorganization of major collections groups for print materials, the average shelf will be 50% full. Library industry standard recommendations for workable collections are that shelves should not exceed 75% capacity. This is maintained by regular/responsible weeding of the collection to accommodate new acquisitions. With 5,000-6,000 new items added each year to the adult collection, 75% capacity could be reached in 3 years. The children's collections is a different story. With shifting, it will be at or near 75% capacity at the end of FY15. The library completed an aggressive weeding prior to the purchase of the additional shelving.

The library full-time staff is developing partnerships to support library programming and secure funding for staff training opportunities. It is achieving this by formalizing procedures with its Friends and Foundation. Also, staff are encouraged to seek grants from outside sources for supplemental funding.

The library acquisitions librarian has completed a full clean-up of State of Iowa Online (SILO) bibliographic records. This had a two-fold benefit by deleting from the SILO database those items no longer in our collection and including those that have been acquired since the last

cleanup/update. The Kirkendall library is considered a net borrower, which means that its patrons borrow more items than it lends. A library the size of Kirkendall should have lending/borrowing somewhat equal.

The library has and continues to look for opportunities to share resources and limit costs. One example is joining a consortium with other libraries on downloadable magazines (via Zinio). By doing this, the library has more than doubled the access to magazine titles and saved close to \$500.

Trends and Issues

Though the trends in public libraries is shifting to more electronic access, the library's circulation statistics show that it is still the place where the public comes to borrow print and audio visual materials. With an increase in population and diversity, the collection will still need space for expansion to adequately meet the community's needs without sacrificing service or acceptable expectations of wait periods. Also, with a larger and more diverse population comes a need for updated collections (e.g. Children's science and technology resources).

CATEGORY	SALES	% Change
Trade Format		
Hardcover	\$492 million	9.8%
Paperback	\$435 million	5.5%
E-book	\$404.8 million	5.1%

Association of American Publishers (2014 1st qtr. Revenues)

Services are an increasingly important aspect of public libraries. These include electronic databases that we currently have subscriptions to as well as those that fulfill a need/desire (e.g. English/Foreign Language learning database). Another service is programming for all ages. Programs meet the library's mission objective by offering experiences to the community. Presenter fees/honoraria are increasing and/or those that did not charge are now in demand that they have begun to charge. Programs are an important aspect of libraries not only in the content that is offered, but as an added benefit, it gets the public in the door. Subsequently, the circulation of materials increases.

The Kirkendall Public Library celebrated its inaugural year as the first public library in Iowa with a 3d printer available to the community. In 2014, 671 Ankeny students, inventors, and families have created a total of 1,037 items on our Makerbot 3d printer. Programs and individual usage of the offerings in Hatch are increasing. This unique service to the community will need to be funded by the Special Programs/Events Services line item as well as supplies from either Special Programs/Events Supplies.

Currently, the library has one individual with supervisory responsibilities, namely the director. Though the director is ultimately responsible for the daily operation of the library, it is essential that the circulation staff have adequate and reliable access to a supervisor. The director's administrative duties and obligations (e.g. meetings, promoting the library, and establishing relationships) leave little time to addressing daily issues. There is a need for a current professional staff member to have additional supervisory responsibilities to respond to the needs of the circulation staff.

Program:
Culture & Recreation

Department:
Library

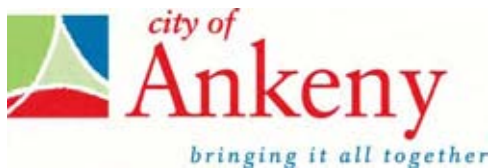
Activity:
Library

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	92	3,674	4,008	-	-	-	-
Intergovernmental	107,989	98,736	102,921	105,000	129,000	129,000	129,000
Service Charges	10,022	10,023	11,429	10,500	10,000	10,000	10,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	46,179	50,281	61,301	50,500	55,100	57,100	59,100
Total Revenues	\$ 164,282	\$ 162,714	\$ 179,659	\$ 166,000	\$ 194,100	\$ 196,100	\$ 198,100
Expenditure Summary:							
Personal Services	\$ 820,657	\$ 880,674	\$ 923,739	\$ 920,294	\$ 936,354	\$ 1,003,862	\$ 1,093,284
Contractual Services	232,393	190,828	154,591	160,780	184,006	175,711	177,179
Commodities	233,777	235,083	244,392	240,700	243,900	243,000	241,900
Capital Outlay	-	25,358	-	-	-	-	-
Debt Service	11,939	23,877	23,877	23,877	23,877	23,877	11,939
Total Expenditures	\$ 1,298,766	\$ 1,355,820	\$ 1,346,599	\$ 1,345,651	\$ 1,388,137	\$ 1,446,450	\$ 1,524,302
Personnel Summary:							
Library Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Library Director	1.00	1.00	-	-	-	-	-
Circulation Supervisor/Technology Librarian	-	-	-	-	-	1.00	1.00
Collection Development Librarian	-	-	1.00	1.00	1.00	1.00	1.00
Public Services Librarian	-	-	1.00	1.00	1.00	1.00	1.00
Youth & Children's Librarian	2.00	2.00	2.00	2.00	2.00	2.00	2.00
IT Librarian	-	-	1.00	1.00	1.00	-	-
Cataloger/User Support Librarian	1.00	1.00	-	-	-	-	-
Reference/Technical Services Librarian	1.00	1.00	-	-	-	-	-
Total Full Time Equivalents	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
Integrated Library System	1	2012	Reserve	\$ 15,863	\$ 15,863	\$ 7,932	
RFID Software & Equipment - Phase 1	1	2012	Reserve	8,014	8,014	4,007	
Total Capital Outlay				\$ 23,877	\$ 23,877	\$ 11,939	

CITY OF ANKENY EXPENDITURE REPORT

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LIBRARY			FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
			Actual	Actual	Actual	Adopted Budget	2014	FY15 Balance		% Expended	FY2015	FY2016
100.2331.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101		331,463	360,263	350,830	349,993	95,810	254,183	27.37%	348,966	375,792 *	413,937
OVERTIME WAGES	4102		283	410	1,407	-	62	(62)	N/A	500 !	500 !	500
TEMPORARY WAGES	4103		306,507	337,640	361,398	384,000	105,599	278,401	27.50%	395,000	423,000 !	453,000
EARLY RETIREMENT INCENTIVE	4108		-	-	44,663	-	-	-	N/A	-	-	-
LONGEVITY	4109		4,500	4,500	3,231	2,673	673	2,000	25.18%	2,654	3,192 !	3,500
FICA	4116		47,670	51,667	52,765	56,354	15,141	41,213	26.87%	57,231	61,543 !	66,856
IPERS	4117		51,870	60,934	58,409	65,784	18,028	47,756	27.40%	66,718	71,663 *	83,001
DEFERRED COMPENSATION	4119		-	-	-	-	-	-	N/A	1,000 !	2,000 !	3,000
EMPLOYEE INSURANCE	4120		77,234	64,294	50,169	60,577	17,055	43,522	28.15%	63,588 *	65,438	68,718
WORKERS COMPENSATION	4122		1,130	967	866	913	-	913	0.00%	697	734	772
TOTAL PERSONAL SERVICES			820,657	880,675	923,738	920,294	252,368	667,926	27.42%	936,354	1,003,862	1,093,284
CONTRACTUAL SERVICES												
LEGAL & RECORDING SERVICES	4212		122	-	-	100	60	40	60.00%	500	500 !	500
FINANCIAL SERVICES	4214		1,016	2,463	2,949	3,000	751	2,249	25.03%	3,500 !	3,500 !	3,500
COMPUTER SERVICES	4215		11,880	23,812	24,393	22,000	17,136	4,864	77.89%	31,700 !	28,700 !	28,700
PRINTING SERVICES	4221		-	-	-	-	-	-	N/A	-	-	-
WASTE MANAGEMENT SERVICES	4224		905	900	975	1,000	226	774	22.60%	1,000	1,000	1,000
LAND & TREE SERVICES	4227		1,686	1,533	1,587	2,500	703	1,797	28.12%	2,500	2,500	2,500
COMMUNICATIONS SERVICES	4244		2,828	1,776	1,679	3,000	448	2,552	14.93%	3,000	3,000	3,000
ELECTRIC CHARGES	4247		25,793	25,774	25,931	28,000	8,947	19,053	31.95%	30,000 *	30,000 *	30,000
NATURAL GAS CHARGES	4248		4,348	6,045	9,265	8,000	372	7,628	4.65%	10,000 !	10,000 !	10,000
GENERAL INSURANCE	4251		18,538	18,662	19,214	18,730	-	18,730	0.00%	20,356 *	20,061 *	21,029
DUES, MEMBERSHIPS, & LICENSES	4261		536	1,056	370	650	-	650	0.00%	650	650	650
TRAINING & EDUCATION	4265		1,441	1,572	1,526	2,000	90	1,910	4.50%	2,300 !	2,300 !	2,300
TRAVEL	4266		583	1,021	3,147	1,800	5,000	(3,200)	277.78%	6,500 !	1,500	1,500
MEETINGS & FOOD	4269		620	336	863	500	58	442	11.60%	500	500	500
BUILDING MAINTENANCE SERVICES	4270		153,471	94,490	47,306	55,000	9,759	45,241	17.74%	55,000	55,000	55,000
ELECTRONICS SERVICES	4273		3,485	3,579	5,404	4,500	1,286	3,214	28.58%	5,500 !	5,500 !	5,500
OTHER REPAIR SERVICES	4289		-	-	638	-	-	-	N/A	-	-	500
SPECIALS PROGRAMS/EVENTS-SERVICES	4292		1,911	2,132	3,585	3,500	2,386	1,114	68.17%	4,500 !	4,500 !	4,500
POSTAGE & SHIPPING	4296		2,840	4,957	5,479	6,000	377	5,623	6.28%	6,000	6,000	6,000
REFUNDS	4297		389	719	278	500	-	500	0.00%	500	500	500
TOTAL CONTRACUTAL SERVICES			232,392	190,827	154,589	160,780	47,599	113,181	29.61%	184,006	175,711	177,179
COMMODITIES												
OFFICE SUPPLIES	4310		8,254	9,094	11,063	8,500	2,040	6,460	24.00%	9,000 *	10,100 !	9,000
PERIODICALS/BOOKS/MANUALS	4315		11,526	11,026	8,605	12,200	6,029	6,171	49.42%	12,200	12,200	12,200
OFFICE EQUIPMENT/FURNITURE	4319		597	473	610	-	-	-	N/A	-	-	-
MEDICAL & FIRST-AID SUPPLIES	4333		102	59	167	200	13	187	6.50%	200	200	200
SPECIALS PROGRAMS/EVENTS-SUPPLIES	4343		3,867	7,569	6,647	6,000	1,142	4,858	19.03%	6,500 *	6,500 *	6,500
CIRCULATION MATERIALS	4344		9,291	11,544	5,973	10,000	1,949	8,051	19.49%	10,000	10,000	10,000
LIBRARY BOOKS/REFERENCE MATERIALS	4345		117,599	110,124	121,696	112,000	22,990	89,010	20.53%	112,000	112,000	112,000
MULTIMEDIA MATERIALS	4346		57,477	62,466	55,792	65,000	19,252	45,748	29.62%	65,000	65,000	65,000
ON-LINE SUBSCRIPTIONS	4347		13,101	14,068	18,565	16,000	12,104	3,896	75.65%	16,000	16,000	16,000
MINOR EQUIPMENT	4354		6,015	4,403	6,334	5,000	297	4,703	5.94%	7,000 !	5,000	5,000
BUILDING MAINTENANCE SUPPLIES	4380		5,949	4,258	8,942	5,800	1,234	4,566	21.28%	6,000 *	6,000 *	6,000
TOTAL COMMODITIES			233,778	235,084	244,394	240,700	67,050	173,650	27.86%	243,900	243,000	241,900
CAPITAL OUTLAY												
BUILDING IMPROVEMENTS, REMODELING, EQUIPMENT	4413		-	-	-	-	-	-	N/A	-	-	-
OFFICE EQUIPMENT	4420		-	25,358	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY			-	25,358	-	-	-	-	N/A	-	-	-
DEBT SERVICE												
EQUIPMENT RESERVE PAYMENTS	4595		11,939	23,877	23,877	23,877	-	23,877	0.00%	23,877	23,877	11,939
TOTAL DEBT SERVICE			11,939	23,877	23,877	23,877	-	23,877	0.00%	23,877	23,877	11,939
TOTAL LIBRARY			1,298,766	1,355,821	1,346,598	1,345,651	367,017	978,634	27.27%	1,388,137	1,446,450	1,524,302



Pam DeMouth, CMC

City Clerk
City Clerk's Office

FY2016 BUDGET MEMORANDUM

DATE: December 1, 2014

Records Management

The City Clerk's Office is responsible for maintaining all public records, which consist of storage, retention and scanning of official records. Our mission is to provide timely, professional and courteous service to the public, City Council, City staff and to provide continued commitment to innovative processes for information management and the preservation of Ankeny's history.

In order to preserve the City's history, our goal is to scan permanent files and other historical information onto our electronic records management software. We are requesting the purchase of a commercial grade scanner to be placed at the reception desk, to best utilize staff time while assisting customers and answering phone calls. Currently, staff must use the scanner located in the copy room, pulling them from work station. Purchase of a dedicated scanner at the reception desk will provide efficiencies in use of time and expands our electronic permanent files which provides a broader base of information on the network of preserved historical information which would be resourceful for many city departments.

The Clerk's office is responsible for responding to all public records requests, excluding Police and Fire Records. In calendar year 2013, 21 requests were received and in 2014, 38 requests have been received to date. Under the Code of Iowa, we must respond within 10 business days. We may receive a records request that is only one page or one that may be several hundred pages. I only bring to your attention this fact as it relates to our time, and other departmental staff time, to gather the records and make copies. We are required to fit these requests into our schedule as they come in, some taking up to the 10 days to fulfill. Scanning and electronic retention of official records allows us to potentially locate the requested documents stored on the records management software in much less time than locating the paper files.

Municipal Licenses and Permits

The Clerk's Office is responsible for the review, approval and issuance of various municipal licenses and permits. In March of this year, two ordinances were adopted to amend the provisions and fees related to taxicab licensing and for solicitor licenses. The amendments updated fees that had not been adjusted for several years and maintains assurance that Ankeny residents continue to enjoy a safe community.

We are currently reviewing the provisions and fees related to noise permits and special event permits and will bring forward ordinances with recommended changes yet this fiscal year.

We issued double the noise permits this calendar year compared to last year (38 vs 19). As the city grows, we will continue to see an increase in the number of special events/noise permits issued and will collaborate with the various city departments to insure successful events for the applicant and the city.

We will continue to review opportunities to offer on-line license/permit processing to provide excellent customer service to an active and growing community.

Administration

I have been selected by the state clerks and finance officers organization, Iowa Municipal Finance Officers Association, to serve on the Board of Directors for the International Institute of Municipal Clerks, in which I will represent Iowa as part of the mid-west region, which includes Minnesota and Wisconsin. This is a three year commitment commencing in 2015. Travel will be required, which those costs have been included in the budget. The state and international organizations will be offsetting a portion of those costs.

Let me know if you have any questions on the Clerk's Office budget submittals. Thank you for the support given this office.

Pam DeMouth, CMC
City Clerk

Program: General Government		Department: Administrative Services				Activity: City Clerk	
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	69,635	68,771	77,662	70,400	72,400	73,400	74,400
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	311	541	899	100	100	100	100
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	35	10	37	-	-	-	-
Total Revenues	\$ 69,981	\$ 69,322	\$ 78,598	\$ 70,500	\$ 72,500	\$ 73,500	\$ 74,500
Expenditure Summary:							
Personal Services	\$ 290,053	\$ 308,863	\$ 323,025	\$ 343,761	\$ 341,682	\$ 360,355	\$ 388,828
Contractual Services	47,637	72,056	49,174	50,000	55,700	71,700	55,700
Commodities	2,841	2,973	2,590	5,800	5,300	7,050	5,300
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 340,531	\$ 383,892	\$ 374,789	\$ 399,561	\$ 402,682	\$ 439,105	\$ 449,828
Personnel Summary:							
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Records Clerk	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Administrative Clerk	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Total Full Time Equivalents	4.50	4.50	4.50	4.50	4.50	4.50	4.50
Capital Outlay Summary:							
		Quantity	Schedule	Purchase/	2014-15	2015-16	2016-17
			Year	Reserve	Revised	Budget	Projected
None	-	-	-	\$ -	\$ -	\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
CITY CLERK		Actual	Actual	Actual	Adopted Budget	2014	FY15 Balance	% Expended		FY2015	FY2016	FY2017
100.4884.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	196,963	217,779	228,740	243,137	65,554	177,583	26.96%		243,137	257,620 *	277,846
OVERTIME WAGES	4102	514	236	340	750	27	723	3.60%	±	500	500	500
LONGEVITY	4109	3,634	4,000	4,000	4,500	1,192	3,308	26.49%		4,500	4,865 *	5,539
FICA	4116	15,383	16,916	17,654	19,384	5,071	14,313	26.16%		19,365	20,501 *	22,099
IPERS	4117	16,220	19,248	20,814	22,181	5,963	16,218	26.88%		22,159	23,485 *	27,054
DEFERRED COMPENSATION	4119	5,000	5,000	5,000	5,000	1,346	3,654	26.92%		5,000	5,000	5,000
EMPLOYEE INSURANCE	4120	52,002	45,379	46,189	48,507	12,507	36,000	25.78%		46,799	48,150	50,544
WORKERS COMPENSATION	4122	336	305	287	302	-	302	0.00%	±	222	234	246
TOTAL PERSONAL SERVICES		290,052	308,863	323,024	343,761	91,660	252,101	26.66%		341,682	360,355	388,828
CONTRACTUAL SERVICES												
LEGAL & RECORDING SERVICES	4212	3,113	5,726	6,877	7,000	752	6,248	10.74%	±	7,000	7,000	7,000
FINANCIAL SERVICES	4214	842	846	1,022	1,000	181	819	18.10%	±	1,200	1,200	1,200
PRINTING SERVICES	4221	2,856	2,453	4,806	4,000	2,002	1,998	50.05%	±	5,000	5,000	5,000
ADVERTISING & PUBLICATION	4240	15,515	24,094	20,701	21,000	3,126	17,874	14.89%	±	22,000 *	22,000 *	22,000
GENERAL INSURANCE	4251	-	-	-	-	-	-	N/A		-	-	-
DUES, MEMBERSHIPS, & LICENSES	4261	375	495	300	500	50	450	10.00%	±	500	500	500
TRAINING & EDUCATION	4265	981	787	659	1,750	-	1,750	0.00%	±	1,750	1,750	1,750
TRAVEL	4266	2,608	1,800	1,589	2,500	130	2,370	5.20%	±	5,000	5,000	5,000
MEETINGS & FOOD	4269	-	-	-	-	-	-	N/A		-	-	-
ELECTRONICS SERVICES	4273	991	991	991	1,000	84	916	8.40%	±	1,000	1,000	1,000
CONTRIBUTIONS-PAY TO OTHERS	4291	11,418	23,805	8,027	-	-	-	N/A		-	16,000	-
POSTAGE & SHIPPING	4296	6,618	9,831	3,402	10,000	3,000	7,000	30.00%	±	10,000	10,000	10,000
REFUNDS	4297	2,153	1,110	573	1,000	225	775	22.50%	±	2,000	2,000	2,000
MISCELLANEOUS SERVICES	4299	166	120	227	250	-	250	0.00%	±	250	250	250
TOTAL CONTRACUTAL SERVICES		47,636	72,058	49,174	50,000	9,550	40,450	19.10%		55,700	71,700	55,700
COMMODITIES												
OFFICE SUPPLIES	4310	2,269	2,115	2,156	4,500	510	3,990	11.33%	±	4,000	4,100	4,000
PERIODICALS/BOOKS/MANUALS	4315	208	516	140	800	-	800	0.00%	±	800	450	800
MISCELLANEOUS SUPPLIES	4339	364	343	294	500	62	438	12.40%	±	500	500	500
UNIFORMS	4353	-	-	-	-	-	-	N/A		-	-	-
MINOR EQUIPMENT	4354	-	-	-	-	-	-	N/A		-	2,000	-
TOTAL COMMODITIES		2,841	2,974	2,590	5,800	572	5,228	9.86%		5,300	7,050	5,300
CAPITAL OUTLAY												
OFFICE EQUIPMENT	4420	-	-	-	-	-	-	N/A		-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A		-	-	-
DEBT SERVICE												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A		-	-	-
TOTAL CITY CLERK		340,529	383,895	374,788	399,561	101,782	297,779	25.47%		402,682	439,105	449,828



DAWN GEAN

Human Resources Officer
(p) 515.965.6408 (f) 515.965.6416
dgean@ankenyiowa.gov

MEMORANDUM

TO: Budget Team

DATE: December 1, 2014

RE: FY 2016 Budget Memorandum

Goals and Significant Issues

Goals for FY16:

- 1) Upgrade TimeCentre timekeeping system software
- 2) Implementation of Healthcare Reform for FY16 medical plan
- 3) Add health coaching to the wellness plan for high risk individuals
- 4) Update of the employee handbook
- 5) Onboarding software for employee benefits

There are no significant issues in achieving the above goals and all should be completed by the end of fiscal year 2016.

Personnel information

Fiscal Year 2015 Employment Data

Authorized FTE: 209.5
Applications received in 2014 to date: 1138
Perm FT/PT Terminations 2014 to date: 19
Active FT/PT Employees-289
Turnover rate – 6.58%
New hires 2014 to date (FT/PT/SE): 160

FY15 New Positions Approved

Equipment Operator
Police Officer April 2014
Police Officer April 2015

FY15 Reclassifications Approved

Accountant PT to FT
Children's Librarians
Water Operator II to III

FY15 Replacements Filled

Accounting Clerk PT
FT Firefighter/EMT
Library Associate PT
Park Maintenance Tech I
Lead Traffic Signal Tech

FY15 Current Openings

Recreation Supervisor-Aquatics

Benefits

For the plan year ending 6/30/2014 our medical and dental plans paid out \$2,353,241 (13.86% increase) in claim dollars and \$358,252 (9% increase) in premiums and fees. Employee contributions for the same plan year totaled \$252,900. The 7/1/14 renewal numbers produced an estimated 11.1% overall increase to the health plan costs. Fixed costs decreased .8% by adding a \$50,000 aggregating specific deductible. The nonunion, AFSCME, and Teamsters employees are paying 8% and the fire union is paying 10% of the premium cost for all four tiers of coverage. For FY15 we implemented a 2% reduction in the premium for employees who participated in the wellness program. For FY16 the premium rates for all employees will be 10%, or 8% for wellness participants. Our health fund balance is very healthy and more than enough to cover the IBNR liability and provide for all reasonably anticipated expense. We need to continue to cost share the health insurance premiums with employees that will engage them to become better consumers of their health care dollars.

Compensation

The City paid out \$16,297,224 in gross wages for FY14. FY15 budget for wages and benefits is \$22,496,737. For FY15 the nonunion wage matrix received a 2.5% cola and one step dropped at the beginning. For FY16 the nonunion wage matrix is budgeted to adjust by 2% cola and drop one step at the beginning. For FY15 the management wage matrix received a 2% cola and one step dropped at the beginning. For FY 16 the management pay plan is budgeted to adjust by 2% cola. All three unions agreed to five year contracts. The adjustments for FY16 are: AFSCME 2% cola; Teamsters 2% cola; and Fire 2% cola. I am recommending that the management pay plan be reviewed and revised so that the nonunion lower level management are not creeping closer to the upper management salaries, especially when the steps are not equal. We currently have 97 employees who are or will be at the top of the pay matrix for FY16.

I have included a supplemental request form for a complete compensation/classification study. The last study was completed in 2006. It is important that the City continue to ensure that the compensation and classification system is both internally and externally equitable to recruit and retain quality employees.

Pensions

MFPRS

FY15 contributions: 9.4% Employee, 30.41% City

FY16 contributions: 9.4% Employee, 27.77% City

IPERS

FY15 contributions: Class 01 (regular)-5.95% Employee, 8.93% City;

Class 13 (protection occupation)-6.76% Employee, 10.14% City

FY16 contributions: Class 01 (regular)-5.95% Employee, 8.93% City; (no change from FY15)

Class 13 (protection occupation)-6.56% Employee, 9.84% City

Unions

All three union contracts (police, fire, and public works) were negotiated for five year terms. All will expire on June 30, 2017. FY16 will be entering the third year of the contracts.

Early Retirement Program

Not offered in FY15; not proposed for FY16

A+ Employee Benefit Wellness Plan

We offered health screenings in November 2014 and had approximately 70% of our full time workforce participate in the health screening this year. Employees who participate in the wellness program are required to go through a health screening, online personal wellness profile, and complete three other voluntary events for the year. If they complete these requirements they will earn a 2% premium reduction in the cost of their own health insurance. The City has partnered with LMC insurance and Health Solutions as our wellness consultant, who has a dedicated wellness coordinator assigned to our plan, to make the program successful and keep employees interested in participating. Return on investment for wellness plans is always hard to determine but the more time we spend educating and giving our employees the resources needed to achieve healthy lifestyles, the better the financial condition of our self funded health plan.

Summary

Looking ahead to the future many of the same issues occur year to year. The City complement will continue to grow and the need for additional staff hours in all departments including human resources will increase. Advertising dollars will be spent wisely as we continue to use more website advertising. We will continue to look at ways to be more efficient within the HR office. Challenges we will encounter include rising health care costs, compensation issues, employee recruitment and retention, and succession planning for our aging workforce.

The legislative changes of the Affordable Care Act will have an impact on the City health plan. In FY16 we will have to begin offering health insurance to our part time employees

averaging 30 hours/week or more. We estimate this to be around 20 employees. Our plan is to offer the coverage to part time employees with no city contribution, making it “not affordable” under the Act. If an employee then goes to purchase insurance from the Marketplace and receives the subsidy, we will pay the penalty of \$3000 per individual receiving the credit. We are currently paying the Patient-Centered Outcomes Research Fee (PCOR) of \$2 per participant per year. For calendar year 2014 we also pay the Reinsurance Fee of \$63 per covered life per year. These fees are expected to cost the city \$39,195 as additional charges to our health plan in FY15. We are also required to report the value of employer sponsored health coverage on the W-2. There will also be IRS reporting forms to be completed on coverage and plan reporting. Holmes Murphy, our broker, has evaluated the impact of several requirements of the Act and will be providing us direction on how to handle these changes.

I thank you for your continued support of the Human Resources Office.

Program: General Government		Department: Human Resources		Activity: Human Resources			
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	2,100	2,010	2,000	-	2,000	2,000	2,000
Total Revenues	\$ 2,100	\$ 2,010	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
Expenditure Summary:							
Personal Services	\$ 172,026	\$ 181,365	\$ 188,624	\$ 205,814	\$ 207,393	\$ 215,554	\$ 231,872
Contractual Services	28,415	48,580	52,627	55,552	55,752	68,752	113,805
Commodities	8,143	10,419	6,633	8,800	12,400	12,300	13,900
Capital Outlay	-	-	10,852	10,553	-	10,553	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 208,584	\$ 240,364	\$ 258,736	\$ 280,719	\$ 275,545	\$ 307,159	\$ 359,577
Personnel Summary:							
Human Resource Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resource Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
Onboarding and Core HR Software		1	2016	Purchase	\$ -	\$ 10,553	\$ -
Total Capital Outlay					\$ -	\$ 10,553	\$ -

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
HUMAN RESOURCES					Budget		Balance					
100.4882.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	118,593	129,399	135,881	146,907	39,552	107,355	26.92%		146,907	152,248 *	163,935
OVERTIME WAGES	4102	5	88	427	-	-	-	N/A		-	-	-
LONGEVITY	4109	1,558	2,000	1,596	1,500	404	1,096	26.93%		1,500	1,500	1,635
FICA	4116	8,913	9,828	10,396	11,659	3,032	8,627	26.01%		11,659	12,144 *	13,049
IPERS	4117	9,697	11,400	11,750	13,253	3,568	9,685	26.92%		13,253	13,729 *	15,779
DEFERRED COMPENSATION	4119	1,000	2,000	3,000	4,000	1,077	2,923	26.93%		4,000	5,000 !	5,000
EMPLOYEE INSURANCE	4120	32,069	26,467	25,405	28,317	8,055	20,262	28.45%		29,943 *	30,795 *	32,328
WORKERS COMPENSATION	4122	191	182	169	178	-	178	0.00%	±	131	138	146
TOTAL PERSONAL SERVICES		172,026	181,364	188,624	205,814	55,688	150,126	27.06%		207,393	215,554	231,872
CONTRACTUAL SERVICES												
CONSULTING & MANAGEMENT	4211	998	799	23,246	1,500	45	1,455	3.00%	±	1,700	14,700 !	56,700
LEGAL & RECORDING SERVICES	4212	13,761	28,196	12,270	25,000	1,677	23,323	6.71%	±	25,000	25,000	25,000
MEDICAL SERVICES	4213	1,365	2,181	1,325	2,400	589	1,811	24.54%		3,000 !	3,000 !	3,000
COMPUTER SERVICES	4215	-	494	1,235	6,602	-	6,602	0.00%	±	6,602	6,602	9,655
PRINTING SERVICES	4221	-	15	-	-	-	-	N/A		-	-	-
ADVERTISING & PUBLICATION	4240	4,165	8,481	4,996	10,000	4,080	5,920	40.80%	±	10,000	10,000	10,000
COMMUNICATIONS SERVICES	4244	356	275	255	500	72	428	14.40%	±	400	400	400
DUES, MEMBERSHIPS, & LICENSES	4261	410	440	460	500	-	500	0.00%	±	500	500	500
TRAINING & EDUCATION	4265	1,321	1,154	869	1,350	324	1,026	24.00%	±	1,350	1,350	1,350
TRAVEL	4266	1,759	2,041	5,879	3,150	549	2,601	17.43%	±	3,150	3,150	3,150
MEETINGS & FOOD	4269	-	-	1,151	-	-	-	N/A		-	-	-
CONTRIBUTIONS-PAY TO OTHERS	4291	-	-	-	-	-	-	N/A		-	-	-
SPECIALS PROGRAMS/EVENTS-SERVICES	4292	4,258	4,480	899	4,500	600	3,900	13.33%	±	4,000	4,000	4,000
POSTAGE & SHIPPING	4296	22	24	42	50	-	50	0.00%	±	50	50	50
TOTAL CONTRACUTAL SERVICES		28,415	48,580	52,627	55,552	7,936	47,616	14.29%		55,752	68,752	113,805
COMMODITIES												
OFFICE SUPPLIES	4310	774	445	823	1,800	181	1,619	10.06%	±	1,800	1,800	1,800
PERIODICALS/BOOKS/MANUALS	4315	798	798	-	1,000	858	142	85.80%	±	1,100 !	1,100 !	1,100
OFFICE EQUIPMENT/FURNITURE	4319	-	-	-	-	-	-	N/A		-	-	-
MISCELLANEOUS SUPPLIES	4339	-	-	-	-	-	-	N/A		-	-	-
SPECIALS PROGRAMS/EVENTS-SUPPLIES	4343	6,570	9,176	5,810	6,000	5,622	378	93.70%	±	9,500 !	9,400 !	11,000
TOTAL COMMODITIES		8,142	10,419	6,633	8,800	6,661	2,139	75.69%		12,400	12,300	13,900
CAPITAL OUTLAY												
OFFICE EQUIPMENT	4420	-	-	10,852	10,553	-	10,553	0.00%	±	-	10,553	-
TOTAL CAPITAL OUTLAY		-	-	10,852	10,553	-	10,553	0.00%		-	10,553	-
DEBT SERVICE												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A		-	-	-
TOTAL HUMAN RESOURCES		208,583	240,363	258,736	280,719	70,285	210,434	25.04%		275,545	307,159	359,577



Annette Graeve
Finance Officer
Finance Department

Date: December 11, 2014

To: David Jones, City Manager

CC: Jennifer Sease, Administrative Services Director

Subject: FY 2016 Budget Memorandum

The finance department accomplished numerous goals throughout the past year including the continued receipt of the Government Finance Officers Association (GFOA) best practice awards related to the budget and comprehensive annual financial report (CAFR). In addition, the department was instrumental in the adoption of the fiscal year 2015 budget and 2014-2018 capital improvement program.

In preparation of the fiscal year 2016 budget the finance department set the goals listed below. The requested budget reflects the department's ability to carry out these goals, while implementing new initiatives in an effort to reduce costs or create new revenues. Additionally, budgetary concerns are detailed below under significant issues and staffing and workloads.

Goals

- Implementation of acceptance of credit cards at both city-owned pools for the 2015 season in order to better serve their customers and to reduce the security risk of cash as the primary means of revenue.
- Assist the Planning & Building department with acceptance of credit cards in conjunction with their new LAMA software.
- Issuance of an RFP for audit services.
- Further train employees to serve as back-ups for key finance department duties.

Significant Issues

- Impact of commercial property tax reform.
- Compliance with EMV (Europay, MasterCard, and VISA) which is the global standard for credit cards equipped with computer chips and the technology used to authenticate chip-card transactions. The City's credit card terminals and readers will need to be updated by 10/1/15. This is the deadline whereby card-present fraud liability will shift to whoever is the least EMV-compliance party in a fraudulent transaction.

Staffing and Workloads

The finance department is requesting a part-time Customer Service Representative in order to maintain service levels in Utility Billing. The need was created as a result of utility customer growth, elimination of the Water Meter Reader position, and less support from the Administrative Assistant position in Public Works.

Conclusion

Thank you for the opportunity to submit this year's budget memorandum.

Program: General Government		Department: Finance		Activity: Finance			
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ 14,183,698	\$ 14,432,215	\$ 14,801,654	\$ 15,211,972	\$ 15,211,972	\$ 16,232,945	\$ 16,422,871
Non-Property Taxes	2,343,079	2,537,823	2,768,341	2,671,663	2,903,583	2,972,092	3,043,625
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	148,488	180,914	201,871	206,000	165,209	170,209	170,209
Intergovernmental	13,218	17,180	19,332	250,107	250,107	635,012	636,012
Service Charges	240	340	80	2,000	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	5,602	6,880	12,377	17,000	28,000	28,000	28,000
Total Revenues	\$ 16,694,325	\$ 17,175,352	\$ 17,803,655	\$ 18,358,742	\$ 18,558,871	\$ 20,038,258	\$ 20,300,717
Expenditure Summary:							
Personal Services	\$ 336,517	\$ 334,978	\$ 315,172	\$ 290,939	\$ 290,209	\$ 301,952	\$ 328,513
Contractual Services	42,384	46,007	41,071	47,850	47,300	61,300	61,300
Commodities	1,277	1,172	1,018	3,500	3,500	3,500	3,500
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 380,178	\$ 382,157	\$ 357,261	\$ 342,289	\$ 341,009	\$ 366,752	\$ 393,313
Personnel Summary:							
Finance Director	1.00	1.00	-	-	-	-	-
Finance Officer	-	-	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	-	-	-	-	-
Accountant	0.50	0.50	1.00	1.00	1.00	1.00	1.00
Purchasing Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Clerk	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Total Full Time Equivalents	4.00	4.00	3.50	3.50	3.50	3.50	3.50
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

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FINANCE		FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Adopted Budget	As of 9/30 2014	Remaining FY15 Balance	% Expended	REVISED FY2015	PROPOSED FY2016	PROJECTED FY2017
100.4885.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	245,585	249,666	237,460	209,277	57,022	152,255	27.25%	210,476	218,437 *	236,908
OVERTIME WAGES	4102	212	93	116	250	21	229	8.40%	± 250	250	250
LONGEVITY	4109	1,000	1,000	1,481	1,500	404	1,096	26.93%	1,500	1,635 *	2,000
FICA	4116	18,265	18,367	17,637	16,297	4,270	12,027	26.20%	16,389	17,084 *	18,601
IPERS	4117	19,916	21,741	21,346	18,844	5,064	13,780	26.87%	18,885	19,674 *	22,791
DEFERRED COMPENSATION	4119	3,000	4,000	3,192	2,000	539	1,461	26.95%	2,000	3,000 !	4,000
EMPLOYEE INSURANCE	4120	48,139	39,737	33,597	42,409	10,905	31,504	25.71%	40,538	41,692	43,773
WORKERS COMPENSATION	4122	400	374	343	362	-	362	0.00%	± 171	180	190
TOTAL PERSONAL SERVICES		336,517	334,978	315,172	290,939	78,225	212,714	26.89%	290,209	301,952	328,513
CONTRACTUAL SERVICES											
CONSULTING & MANAGEMENT	4211	33,780	33,905	33,905	34,000	6,125	27,875	18.01%	± 34,000	48,000 !	48,000
LEGAL & RECORDING SERVICES	4212	1,165	455	441	1,000	-	1,000	0.00%	± 1,000	1,000	1,000
FINANCIAL SERVICES	4214	12	1,758	3,205	5,000	1,512	3,488	30.24%	± 5,000	5,000	5,000
PHOTOGRAPHY & VIDEO SERVICES	4220	-	-	75	-	-	-	N/A	-	-	-
PRINTING SERVICES	4221	-	-	-	-	-	-	N/A	-	-	-
COMMUNICATIONS SERVICES	4244	890	688	638	1,000	179	821	17.90%	± 1,000	1,000	1,000
DUES, MEMBERSHIPS, & LICENSES	4261	615	550	462	800	-	800	0.00%	± 800	800	800
TRAINING & EDUCATION	4265	2,303	1,205	1,115	2,500	-	2,500	0.00%	± 2,500	2,500	2,500
TRAVEL	4266	3,615	2,788	1,230	3,500	107	3,393	3.06%	± 3,000	3,000	3,000
CONTRIBUTIONS-PAY TO OTHERS	4291	-	4,622	-	-	-	-	N/A	-	-	-
POSTAGE & SHIPPING	4296	4	36	-	50	-	50	0.00%	± -	-	-
TOTAL CONTRACUTAL SERVICES		42,384	46,007	41,071	47,850	7,923	39,927	16.56%	47,300	61,300	61,300
COMMODITIES											
OFFICE SUPPLIES	4310	1,277	854	985	3,000	309	2,691	10.30%	± 3,000	3,000	3,000
COPIER/PRINTING SUPPLIES	4311	-	-	-	-	-	-	N/A	-	-	-
PERIODICALS/BOOKS/MANUALS	4315	-	318	33	500	-	500	0.00%	± 500	500	500
OFFICE EQUIPMENT/FURNITURE	4319	-	-	-	-	-	-	N/A	-	-	-
TOTAL COMMODITIES		1,277	1,172	1,018	3,500	309	3,191	8.83%	3,500	3,500	3,500
CAPITAL OUTLAY											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL FINANCE		380,178	382,157	357,261	342,289	86,457	255,832	25.26%	341,009	366,752	393,313



**TO: DAVID JONES, CITY MANAGER;
PAUL MORITZ, ASSISTANT CITY MANAGER;
JENNIFER SEASE, ADMINISTRATIVE SERVICES DIRECTOR**

FROM: NICK LENOX, PARKS & RECREATION DIRECTOR

DATE: NOVEMBER 28, 2014

RE: FY16 PARKS & RECREATION BUDGET MEMORANDUM

Celebrate Success

The City of Ankeny Parks & Recreation Department continues to bring the community together through our clean and safe parks, quality recreation programs, connected trails and well-maintained facilities. A brief overview of our major accomplishments in 2014:

- Received designation as a “Playful City USA” for the eighth consecutive year; Ankeny is just one of 19 communities nationwide to receive this designation each year of the program’s existence. Play Day continues to grow in popularity with volunteers and citizens reaching 2,500 in attendance.
- Improvements at the Prairie Ridge Sports Complex included: repairing of the softball dugout footings on all six fields, installation of the outdoor warning siren and public address system, and topdressing of the clay skinned areas on all baseball and softball fields.
- Fourteen new recreation program offerings equating to over 1,800 new participants and generating over \$24,000 in revenue
- Front entrance sign and landscaping at Otter Creek Golf Course; completed drilling of second well at Talons of Tuscany
- More than 131,000 people visited Ankeny aquatic facilities during the 2014 season with swim lesson registrations increasing 21% to 2,753 participants.
- The Ankeny Market & Pavilion (AMP) committee held a groundbreaking event to help launch the first phase of construction. To date the AMP committee has generated over \$1,500,000 towards its \$2,200,000 goal.
- Park Board activity and citizen engagement was once again obtained by having monthly meetings during the summer in neighborhood parks interacting with residents and gaining valuable feedback to help direct future projects and initiatives.
- White Birch Playground installation and dedication
- Extended Somersby Park by completing trail loop, installation of parking lot, shelter and basketball court
- Miracle Park Playground Phase I and first full spring and fall Miracle League seasons
- Completed senior needs/programs survey; held senior community services focus group
- Created Emerald Ash Borer response plan and hosted two public open house opportunities for homeowners and concerned residents
- Parks Department implemented Ash Tree removal and replacement program

Trends & Issues

The Parks and Recreation Department has been very conservative in our budget expansion. We have taken opportunities to manage more efficiently with reorganizing staff responsibilities as our Department's role for the City continues to magnify. The number one trend that exists within the Parks & Recreation Department is the continued growth of the community, which results in a continuous growth of programming needs, green space, parks, ponds, facilities and trails.

Parks – Our responsibilities have continued to increase with the City's expansion. Parks and some facilities are showing their age (example: Prairie Ridge Aquatic Center is now seventeen years old), all of which require more dollars for upkeep. We are asking for one additional full-time staff to help maintain our parks, public areas and recreation facilities. Cooperative efforts with other departments continue to be a valuable relationship when addressing unexpected situations or projects that need to be immediately addressed.

With the Parks Division's current initiatives and tasks it is important to remember our core responsibilities:

- Safety
- Pool Maintenance & Operation
- Snow Removal
- Garbage removal from our parks, facilities and green spaces
- Managing the mowing, broadleaf weed control and detention basin contracts
- E.A.B. Tree Removal and Replacement Program
- Playground Inspection and Equipment Replacement Program
- Tree Maintenance / Median Maintenance / Trail Maintenance / Turf Maintenance
- Prescribed Burns / Flowerbed Program
- Recreation Facilities

Parks Department Trends & Issues:

- Acquire Union Pacific Railroad corridor right-of-way South of Magazine Road to City limits
- Request proposals and award City mowing contract through 2017
- Develop storm water detention guidelines and maintenance standards; complete City assessment of storm water detention areas
- Parks storage facility. With the current old street shop set to go away in the near future it will become vital to secure a place to store equipment.
- Complete Miracle Park Project in 2015
- Phase I construction of the Ankeny Market & Pavilion
- Acquire and develop additional green space for the community
- Extend High Trestle Trail south to Ordinance Road

Otter Creek Golf Course – This year 28,000 rounds of golf were played. Although this is an average number of players for us in a season, our trend for play was actually up. We lost over 1,400 league rounds due to weather. These rounds, which are nearly guaranteed, would have pushed us to the

highest level of play since the new course was opened. An estimated 17,500 people used the range and short game area – record highs for participation.

A primary issue that will need to be addressed this offseason is to review new cart control options for our fleet as the current Guardian system has gone offline and will no longer be available in 2015. A large component of our ability to complete our division initiatives is dependent on the purchase, installation, and implementation of the Visage GPS Software system this winter, allowing us time to have the benefits in full use by the start of the 2015 season.

Otter Creek Trends & Issues:

- Housing development on course and homeowner/golfer interactions
- Combat slow play (#1 complaint)
- Increase food and beverage and merchandise sales income per golfer
- Increase play to get to 30,000 rounds annually
- Initiate better way to warn and protect golfers when inclement weather is approaching
- Better monitor usage of golf carts to extend their lifespan and protect our investment
- Create a better player experience to draw younger players and more outings

Recreation – Registrations and programming opportunities are at an all-time high. Adult sports teams playing in Ankeny were near 100 teams in 2008 and now surpasses 400 annually. The number of successes and accomplishments have all happened while the department has decreased in staff size. We are planning for additional recreation classes and activity enrollment, however we may need to reduce a major program (public gym rental) due to lack of space, which will generate less revenue. With the Before/After School Program now being ran by the school system we are no longer allowed into elementary gymnasiums until 6 p.m. With the additional time restraints we estimate the loss of revenue to be around \$12,000. Programming and facility usage fees will have to be adjusted once the conditions are determined for gymnasium scheduling and access.

Recreation Trends & Issues:

- Continually meeting programming needs of the community with our limited resources
- The recreation division currently employs over 150 seasonal staff as youth and adult officials, program instructors, lifeguards, and facility supervisors
- Expanding and catering to our active older adult population; more active programming and social opportunities
- Gym reservation program is at capacity and with the school system taking over the after-school programming it has decreased access to gymnasium usage

Aquatics – We are in the hiring process for the replacement of our Recreation Supervisor of Aquatics. Carissa Williams will be leaving us in December and we will once again begin the learning curve for a new staff member to run our aquatic operations. This is a very important position for our department as administering a comprehensive aquatics program at two municipal aquatic centers can be a daunting task.

As stated above, swim lesson enrollments increased 21%. There continues to be waitlists for evening classes. A class with 12 spaces often has a waitlist with around 10 people. As Ankeny continues to grow, we expect the demand for evening classes to continue to increase. One possible option we are

looking at is closing the Prairie Ridge Aquatic Center at 6 p.m. instead of 7 p.m. to accommodate additional evening lessons.

Facility attendance dropped slightly this summer. Attendance in 2014 was 131,990 compared to 135,075 in 2013. The weather this summer was not great pool-weather. Temperatures were cooler than normal. Most cities participating in the Iowa Parks and Recreation Aquatics Committee reported lowest season attendance ever in 2013, and then reported a 15-20% drop again in 2014 due to cold weather patterns. Thankfully, we did not see these same outcomes in Ankeny. It is very uncommon for a community to generate revenue from their aquatic operations budget, but Ankeny has been fortunate to do so with great success.

Aquatics Trends & Issues:

- Review operating hours and dates at both facilities and recommend modifications to better meet community's needs
- Hire, train and orient new Aquatic Supervisor
- Staff is recommending the addition of credit card processing at each of the facilities for a more convenient experience for patrons and to increased revenue potential
- Staff increased the number of Water Safety Instructors to accommodate additional swim lesson offerings
- The 2015 Park Development Fund is going towards renovations and improvements at the Prairie Ridge Aquatic Center. It is important to show continuous maintenance and improvements at these facilities to generate season pass holders and keep the facilities operating at a high level.
- Review of lifeguard certifications and wages; recommendations on better aligning pay grades with similar communities/facilities
- Possibility of an incentive program for lifeguards who work through the end of the season

Prairie Ridge Sports Complex – The economic impact at Prairie Ridge was significant again this season, approaching \$2 million from complex activities. For every \$1 invested from the general fund into Prairie Ridge, more than \$5 is returned to the community/metro area in economic impact. We continue to work collaboratively with our sports groups and tournament partners to insure that good communication and positive relations remain a top priority.

Our biggest challenge that we continue to have at PRSC is the ability to do cultural work to the turf during the season. With the popularity of PRSC, more and more events are being added with less time for the turf to recover. Cultural practices are very important to the success of PRSC and we need to start working more closely with the sports groups and tournament directors on ways to complete the maintenance needs of the turf while minimizing the disruption to the playing the surface.

Prairie Ridge Sports Complex Trends & Issues:

- Negotiate new sports group leases for Ankeny Girls Softball, Iowa Rush, Ankeny Little League and Junior Football through 2019
- Repair dugout footings for baseball fields #10 & #11 and tee ball fields #12, #13, #14, #15; install irrigation on tee ball fields
- From April through October, certain fields are designated for community reservation from 4 - 9 p.m. Monday through Thursday. These fields are available for teams that wish to practice at the complex but are not affiliated with any of the sports groups.

- Field lighting for soccer platforms 33, 34 & 36
 - Develop remaining green space west of Ash parking lot to provide additional necessitated playing surfaces for growing city leagues and club sports.
 - Contracted mowing of the football and soccer fields have not met expectations. The standards set and expected by the clubs leasing the fields are much greater than those being provided by our contractors. In-house mowing would be more efficient, a cost savings, and create a better product and playing surface for participants.
 - Initiate Phase I of platform drainage improvements starting with field #34
 - Restructuring of the Ankeny Sports Complex Foundation Board
-

FY 2016 Budget Priorities

The following represents a prioritized list of the supplemental requests submitted:

1. **Personnel:** Creating a strong and wholesome working environment while meeting the public's needs for services and facilities is paramount when supporting personnel. Parks & Recreation staff continually go above and beyond expectations to ensure that the safety, programming and facilities are being maintained and operated for the community at unsurpassed levels.

There are eight personnel forms submitted to recognize and support our staffs' ongoing efforts:

- Create 8 month position for transitioning to in-house mowing at Prairie Ridge Sports Complex
 - Change seasonal laborer at Prairie Ridge Sports Complex from 4 months to 8 months
 - Change seasonal laborer at Otter Creek Maintenance from 4 months to 8 months
 - Add 1 full-time Park Technician to the Parks Maintenance Division
 - Reclassification of Park Technician III and create Lead Park Technician position
 - Reclassification of Sports Complex Coordinator to Sports Complex Superintendent
 - Reclassification of Recreation Supervisor - Athletics to Recreation Superintendent
 - Reclassification of Recreation Coordinator to Recreation Supervisor
2. **Visage GPS Software:** Purchase and install the Visage GPS software on our cart fleet at Otter Creek. Visage will allow us to better manage our assets, reduce our expenses, increase revenue and provide a notable golfer's experience.
 3. **Increase Parks Division Recreation Supplies:** As our parks get older it is important for us to replace equipment and safety surfacing to meet set standards and reduce any liability. Currently the safety surfacing at multiple playgrounds does not comply with CPSC or NPSI safety standards.
 4. **In-House Mowing:** The three main justifications to switching to in-house mowing: 1) Cost reduction, the City will save \$9,232/yr. 2) Quality, a new mower will provide a higher quality cut which leads to a safer playing surface and healthier turf grass. 3) Flexibility, our staff will be more efficient in maintaining the playing surface, which will allow for an increase in field usage.

The Parks & Recreation Department will continue to place the emphasis for budgeting on Ankeny's core beliefs and strategic goals. Each Division within our Department continually strives to exceed expectations for customer service, high quality programming, safe parks, trails and facilities.

If you should have any questions, please do not hesitate to call upon me.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Paul J. Ferguson". The signature is fluid and cursive, with the first name "Paul" being more prominent than the last name "Ferguson".

Program		Department				Activity	
Health & Social Services		Parks and Recreation				Mosquito Control	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	2,287	-	2,700	2,700	2,700	2,700
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ 2,287	\$ -	\$ 2,700	\$ 2,700	\$ 2,700	\$ 2,700
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
MOSQUITO CONTROL											
100.2223.											
PERSONAL SERVICES											
OVERTIME WAGES	4102	-	-	-	-	-	-	N/A	-	-	-
FICA	4116	-	-	-	-	-	-	N/A	-	-	-
IPERS	4117	-	-	-	-	-	-	N/A	-	-	-
EMPLOYEE INSURANCE	4120	-	-	-	-	-	-	N/A	-	-	-
TOTAL PERSONAL SERVICES		-	-	-	-	-	-	N/A	-	-	-
CONTRACTUAL SERVICES											
MISCELLANEOUS SERVICES	4299	-	-	-	-	-	-	N/A	-	-	-
TOTAL CONTRACUTAL SERVICES		-	-	-	-	-	-	N/A	-	-	-
COMMODITIES											
CHEMICALS & LAB SUPPLIES	4332	-	2,287	-	2,700	-	2,700	0.00%	2,700	2,700	2,700
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	-	-	-	-	-	-	N/A	-	-	-
TOTAL COMMODITIES		-	2,287	-	2,700	-	2,700	0.00%	2,700	2,700	2,700
CAPITAL OUTLAY											
OTHER CAPITAL EQUIPMENT	4429	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL MOSQUITO CONTROL		-	2,287	-	2,700	-	2,700	0.00%	2,700	2,700	2,700

Program:
Culture & Recreation

Department:
Parks and Recreation

Activity:
Park Administration

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	28,008	26,974	29,437	27,020	27,020	54,420	46,920
Intergovernmental	-	-	-	-	-	-	-
Service Charges	19,530	15,829	20,796	16,000	17,000	17,000	17,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	524	432	3,592	-	-	-	-
Total Revenues	\$ 48,062	\$ 43,235	\$ 53,825	\$ 43,020	\$ 44,020	\$ 71,420	\$ 63,920
Expenditure Summary:							
Personal Services	\$ 184,609	\$ 232,784	\$ 235,454	\$ 188,154	\$ 189,760	\$ 203,338	\$ 218,817
Contractual Services	209,651	166,657	161,754	174,368	172,767	208,713	200,042
Commodities	6,781	6,243	7,216	9,189	9,243	9,244	9,244
Capital Outlay	17,123	-	-	-	-	-	-
Debt Service	619	619	619	619	619	619	619
Total Expenditures	\$ 418,783	\$ 406,303	\$ 405,043	\$ 372,330	\$ 372,389	\$ 421,914	\$ 428,722
Personnel Summary:							
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Special Projects Administrator	-	0.50	-	-	-	-	-
Administrative Assistant	-	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Clerk	1.00	-	-	-	-	-	-
Total Full Time Equivalents	2.00	2.50	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:							
		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
Hybrid Sedan		1	2012	Reserve	\$ 619	\$ 619	\$ 619
Total Capital Outlay					\$ 619	\$ 619	\$ 619

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
					Budget		Balance				
PARK ADMINISTRATION											
100.2440.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	130,408	172,843	149,205	132,707	35,729	96,978	26.92%	132,707	142,129 *	152,344
OVERTIME WAGES	4102	2,913	2,018	1,032	3,200	-	3,200	0.00%	± 3,200	3,300 *	3,400
EARLY RETIREMENT INCENTIVE	4108	-	-	30,883	-	-	-	N/A	-	-	-
LONGEVITY	4109	635	1,769	1,173	500	135	365	27.00%	500	981 !	1,000
FICA	4116	10,485	13,618	11,552	10,665	2,744	7,921	25.73%	10,665	11,506 *	12,374
IPERS	4117	10,686	14,765	13,383	12,181	3,203	8,978	26.30%	12,181	13,075 *	14,937
DEFERRED COMPENSATION	4119	4,423	2,577	2,000	3,000	808	2,192	26.93%	3,000	4,000 !	5,000
EMPLOYEE INSURANCE	4120	24,848	24,083	24,708	24,302	6,747	17,555	27.76%	25,603 *	26,343 *	27,654
WORKERS COMPENSATION	4122	210	1,111	1,517	1,599	-	1,599	0.00%	± 1,904 !	2,004 !	2,108
TOTAL PERSONAL SERVICES		184,608	232,784	235,453	188,154	49,366	138,788	26.24%	189,760	203,338	218,817
CONTRACTUAL SERVICES											
LEGAL & RECORDING SERVICES	4212	1,355	230	165	1,500	285	1,215	19.00%	± 1,500	1,500	1,500
PHOTOGRAPHY & VIDEO SERVICES	4220	-	-	75	-	-	-	N/A	-	-	-
PRINTING SERVICES	4221	22,456	22,149	22,238	24,000	45	23,955	0.19%	± 24,000	24,000	24,000
WASTE MANAGEMENT SERVICES	4224	896	945	896	900	224	676	24.89%	900	900	900
ELECTRONICS RENTALS	4235	-	-	-	-	-	-	N/A	-	-	-
LAND & BUILDING RENTALS	4238	136,454	97,730	93,976	95,000	23,297	71,703	24.52%	92,000	93,000	94,000
ADVERTISING & PUBLICATION	4240	54	105	-	-	-	-	N/A	-	-	-
COMMUNICATIONS SERVICES	4244	2,858	2,753	2,393	3,080	573	2,507	18.60%	± 2,900	2,900	2,900
ELECTRIC CHARGES	4247	7,907	7,228	6,512	9,000	2,086	6,914	23.18%	± 8,000	8,000	8,000
NATURAL GAS CHARGES	4248	1,044	1,505	2,206	2,000	68	1,932	3.40%	± 3,000 !	3,000 !	3,000
GENERAL INSURANCE	4251	5,402	5,540	5,699	5,555	-	5,555	0.00%	± 5,916 *	5,831 *	6,112
DUES, MEMBERSHIPS, & LICENSES	4261	45	110	45	-	-	-	N/A	-	-	-
TRAINING & EDUCATION	4265	210	433	555	585	130	455	22.22%	± 585	585	585
TRAVEL	4266	751	501	62	500	-	500	0.00%	± 500	500	500
MEETINGS & FOOD	4269	1,139	348	46	500	12	488	2.40%	± 500	500	500
BUILDING MAINTENANCE SERVICES	4270	12,343	12,301	10,532	13,000	1,496	11,504	11.51%	± 13,000	13,000	13,000
REVOLVING SERVICES	4271	540	302	517	348	1,066	(718)	306.32%	± 1,566 !	1,597 !	1,645
VEHICLE & EQUIPMENT SERVICES	4272	49	441	12	100	-	100	0.00%	± 100	100	100
ELECTRONICS SERVICES	4273	4,463	3,778	3,824	5,000	1,008	3,992	20.16%	± 5,000	5,000	5,000
CONTRIBUTIONS-PAY TO OTHERS	4291	-	-	-	-	-	-	N/A	-	35,000 !	25,000
POSTAGE & SHIPPING	4296	11,434	10,259	11,904	13,200	4,370	8,830	33.11%	± 13,200	13,200	13,200
REFUNDS	4297	252	-	95	100	-	100	0.00%	± 100	100	100
TOTAL CONTRACUTAL SERVICES		209,652	166,658	161,752	174,368	34,660	139,708	19.88%	172,767	208,713	200,042
COMMODITIES											
OFFICE SUPPLIES	4310	3,621	3,169	3,930	4,500	824	3,676	18.31%	± 4,500	4,500	4,500
GASOLINE/FUEL	4321	1,802	1,684	1,467	2,500	639	1,861	25.56%	2,500	2,500	2,500
MISCELLANEOUS SUPPLIES	4339	25	229	-	250	-	250	0.00%	± 250	250	250
SPECIALS PROGRAMS/EVENTS-SUPPLIES	4343	-	-	-	-	-	-	N/A	-	-	-
MINOR EQUIPMENT	4354	-	291	-	-	-	-	N/A	-	-	-
FOOD AND BEVERAGE FOR RESALE	4372	-	-	-	-	-	-	N/A	-	-	-
BUILDING MAINTENANCE SUPPLIES	4380	735	761	1,650	1,200	403	797	33.58%	± 1,200	1,200	1,200
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	597	109	168	739	262	477	35.45%	± 793 *	794 *	794
TOTAL COMMODITIES		6,780	6,243	7,215	9,189	2,128	7,061	23.16%	9,243	9,244	9,244
CAPITAL OUTLAY											
VEHICLES	4427	17,123	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		17,123	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
SUSTAINABILITY REVOLVING LOAN PAYMENTS	4594	619	619	619	619	-	619	0.00%	± 619	619	619
TOTAL DEBT SERVICE		619	619	619	619	-	619	0.00%	619	619	619
TOTAL PARK ADMINISTRATION		418,782	406,304	405,039	372,330	86,154	286,176	23.14%	372,389	421,914	428,722

Program: Culture & Recreation		Department: Parks and Recreation			Activity: Park Maintenance		
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,745	1,403	592	-	-	-	-
Total Revenues	\$ 1,745	\$ 1,403	\$ 592	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 497,141	\$ 482,661	\$ 477,893	\$ 513,795	\$ 510,272	\$ 579,314	\$ 622,337
Contractual Services	273,173	252,431	257,427	278,125	284,978	289,311	295,443
Commodities	107,505	106,426	119,057	121,424	135,043	128,762	122,119
Capital Outlay	-	34,750	24,039	159,000	159,000	-	-
Debt Service	30,066	18,447	6,829	6,829	6,829	3,414	-
Total Expenditures	\$ 907,885	\$ 894,715	\$ 885,245	\$ 1,079,173	\$ 1,096,121	\$ 1,000,802	\$ 1,039,898
Personnel Summary:							
Parks & Facilities Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lead Park Maintenance Technician	-	-	-	-	-	2.00	2.00
Park Maintenance Technician	-	-	-	-	-	3.00	3.00
Park Maintenance Technician III	2.00	2.00	2.00	2.00	2.00	-	-
Park Maintenance Technician I	3.00	3.00	3.00	3.00	3.00	-	-
Groundskeeper	1.00	-	-	-	-	-	-
Total Full-Time Equivalents	7.00	6.00	6.00	6.00	6.00	6.00	6.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
Out Front Mower/Snow Removal Equipment		1	2011	Reserve	\$ 6,829	\$ 3,414	\$ -
1/2 Ton Extended Cab Truck		1	2015	Purchase	24,000	-	-
Trackless Articulating Tractor		1	2015	Purchase	135,000	-	-
Total Capital Outlay					\$ 165,829	\$ 3,414	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
PARK MAINTENANCE											
100.2441.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	285,026	274,547	293,311	312,999	81,321	231,678	25.98%	301,457	327,896 *	353,917
OVERTIME WAGES	4102	16,796	15,999	25,668	27,000	4,890	22,110	18.11%	± 27,000	29,000 *	31,000
TEMPORARY WAGES	4103	38,602	41,964	42,588	49,000	11,197	37,803	22.85%	± 49,000	74,338 !	77,720
EARLY RETIREMENT INCENTIVE	4108	-	26,900	-	-	-	-	N/A	-	-	-
LONGEVITY	4109	4,019	3,827	4,346	4,596	1,211	3,385	26.36%	4,577	5,423 !	5,500
FICA	4116	25,876	25,379	27,414	30,110	7,219	22,891	23.97%	± 29,227	33,405 !	35,813
IPERS	4117	27,796	29,160	32,541	35,148	8,735	26,413	24.85%	34,115	38,993 !	44,612
EMPLOYEE INSURANCE	4120	91,266	60,237	46,129	48,727	15,800	32,927	32.42%	± 58,591 !	63,625 !	66,797
WORKERS COMPENSATION	4122	7,760	4,651	5,897	6,215	-	6,215	0.00%	± 6,305	6,634 *	6,978
TOTAL PERSONAL SERVICES		497,141	482,661	477,893	513,795	130,372	383,423	25.37%	510,272	579,314	622,337
CONTRACTUAL SERVICES											
WASTE MANAGEMENT SERVICES	4224	6,147	7,654	5,463	8,000	2,917	5,083	36.46%	± 8,000	8,000	8,000
LAND & TREE SERVICES	4227	164,530	150,873	153,865	161,000	50,797	110,203	31.55%	± 164,000	166,450 *	166,450
UNIFORM RENTALS	4232	1,599	1,415	1,535	1,800	441	1,359	24.52%	1,800	1,800	1,800
ELECTRONICS RENTALS	4235	1,667	1,838	1,775	1,800	444	1,356	24.65%	1,800	1,800	1,800
EQUIPMENT & VEHICLE RENTALS	4239	5,393	4,855	6,373	5,000	1,631	3,369	32.62%	± 6,000 !	6,000 !	6,000
COMMUNICATIONS SERVICES	4244	1,739	1,758	1,471	1,900	449	1,451	23.62%	1,900	1,900	1,900
ELECTRIC CHARGES	4247	23,946	28,474	27,226	30,000	11,910	18,090	39.70%	± 30,000	31,000 *	32,000
NATURAL GAS CHARGES	4248	4,504	4,266	3,479	5,000	100	4,900	2.00%	5,000	5,000	5,000
GENERAL INSURANCE	4251	18,480	19,129	22,796	22,221	-	22,221	0.00%	24,332 !	23,980 *	25,136
DUES, MEMBERSHIPS, & LICENSES	4261	547	265	514	600	-	600	0.00%	600	600	600
TRAINING & EDUCATION	4265	720	905	860	1,000	130	870	13.00%	1,000	1,000	1,000
TRAVEL	4266	123	560	191	300	-	300	0.00%	300	300	300
BUILDING MAINTENANCE SERVICES	4270	4,308	2,655	6,551	5,500	3,358	2,142	61.05%	± 5,500	5,500	7,500
REVOLVING SERVICES	4271	29,344	20,293	21,130	23,404	7,981	15,423	34.10%	± 23,145	24,381 *	26,356
VEHICLE & EQUIPMENT SERVICES	4272	9,927	7,343	3,666	10,000	2,818	7,182	28.18%	11,000 !	11,000 !	11,000
ELECTRONICS SERVICES	4273	198	109	534	500	37	463	7.37%	500	500	500
OTHER REPAIR SERVICES	4289	-	-	-	-	-	-	N/A	-	-	-
POSTAGE & SHIPPING	4296	-	39	-	100	-	100	0.00%	100	100	100
TOTAL CONTRACUTAL SERVICES		273,173	252,431	257,427	278,125	83,013	195,112	29.85%	284,978	289,311	295,443
COMMODITIES											
GASOLINE/FUEL	4321	25,531	29,422	26,513	31,000	5,520	25,480	17.81%	30,000	31,000	32,000
OILS & LUBRICANTS	4322	50	-	110	100	-	100	0.00%	100	100	100
AGRICULTURAL & GARDENING SUPPLIES	4331	19,403	20,931	26,166	21,000	2,082	18,918	9.92%	21,000	21,000	21,000
CHEMICALS & LAB SUPPLIES	4332	1,230	-	-	-	-	-	N/A	-	-	-
MISCELLANEOUS SUPPLIES	4339	156	367	486	750	-	750	0.00%	750	750	750
RECREATION SUPPLIES	4342	6,017	5,148	9,023	10,000	619	9,381	6.19%	25,000 !	10,000	10,000
SPECIALS PROGRAMS/EVENTS-SUPPLIES	4343	-	-	-	-	-	-	N/A	-	-	-
SAFETY EQUIPMENT	4352	898	1,546	1,377	1,250	208	1,042	16.64%	1,250	1,250	1,250
UNIFORMS	4353	891	801	804	1,000	-	1,000	0.00%	1,000	1,000	1,000
MINOR EQUIPMENT	4354	7,500	5,778	5,479	8,000	346	7,654	4.33%	8,000	15,650 !	8,000
BUILDING MAINTENANCE SUPPLIES	4380	17,164	22,210	21,352	20,000	5,601	14,399	28.01%	20,000	20,000	20,000
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	28,667	20,223	27,747	28,324	3,932	24,392	13.88%	27,943	28,012	28,019
TOTAL COMMODITIES		107,505	106,426	119,057	121,424	18,309	103,115	15.08%	135,043	128,762	122,119
CAPITAL OUTLAY											
LANDSCAPING & LAND IMPROVEMENTS	4405	-	-	-	-	-	-	N/A	-	-	-
VEHICLES	4427	-	-	-	24,000	-	24,000	0.00%	24,000	-	-
HEAVY MOTORIZED EQUIPMENT	4428	-	-	-	135,000	-	135,000	0.00%	135,000	-	-
OTHER CAPITAL EQUIPMENT	4429	-	34,750	24,039	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	34,750	24,039	159,000	-	159,000	0.00%	159,000	-	-
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	30,066	18,447	6,829	6,829	-	6,829	0.00%	6,829	3,414	-
TOTAL DEBT SERVICE		30,066	18,447	6,829	6,829	-	6,829	0.00%	6,829	3,414	-
TOTAL PARK MAINTENANCE		907,885	894,715	885,244	1,079,173	231,693	847,480	21.47%	1,096,121	1,000,802	1,039,898

Program: Culture & Recreation		Department: Parks and Recreation			Activity: Recreation Programs		
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	15	300	30	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	426,662	445,864	476,323	458,000	446,000	437,000	441,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	26,426	24,998	16,604	15,500	16,200	16,200	16,200
Total Revenues	\$ 453,103	\$ 471,162	\$ 492,957	\$ 473,500	\$ 462,200	\$ 453,200	\$ 457,200
Expenditure Summary:							
Personal Services	\$ 276,596	\$ 204,947	\$ 281,758	\$ 276,691	\$ 278,944	\$ 293,767	\$ 315,000
Contractual Services	170,404	161,474	153,755	188,941	220,186	212,000	217,000
Commodities	39,775	34,858	38,680	37,925	37,925	38,125	37,925
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 486,775	\$ 401,279	\$ 474,193	\$ 503,557	\$ 537,055	\$ 543,892	\$ 569,925
Personnel Summary:							
Recreation Supervisor	2.00	2.00	2.00	1.50	1.50	1.50	1.50
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	3.00	3.00	3.00	2.50	2.50	2.50	2.50
Capital Outlay Summary:							
	Quantity	Schedule	Purchase/	2014-15		2015-16	2016-17
		Year	Reserve	Revised		Budget	Projected
None	-	-	-	\$ -		\$ -	\$ -
Total Capital Outlay				\$ -		\$ -	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
RECREATION PROGRAMS					Budget		Balance				
100.2442.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	139,210	92,704	138,965	131,426	35,871	95,555	27.29%	131,426	140,755 *	153,013
OVERTIME WAGES	4102	(187)	105	530	-	-	-	N/A	-	-	-
TEMPORARY WAGES	4103	75,541	74,349	78,209	80,700	17,512	63,188	21.70%	± 80,700	83,200 *	85,700
LONGEVITY	4109	1,750	712	500	500	135	365	26.92%	500	500	962
FICA	4116	16,472	12,869	15,864	16,266	3,890	12,376	23.92%	± 16,266	17,170 *	18,336
IPERS	4117	11,375	8,405	12,804	15,384	3,245	12,139	21.09%	± 15,384	16,330 *	18,757
EMPLOYEE INSURANCE	4120	27,059	10,606	30,043	27,310	7,821	19,489	28.64%	28,692 *	29,523 *	31,618
WORKERS COMPENSATION	4122	5,375	5,198	4,843	5,105	-	5,105	0.00%	± 5,976	! 6,289	! 6,614
TOTAL PERSONAL SERVICES		276,596	204,947	281,758	276,691	68,473	208,218	24.75%	278,944	293,767	315,000
CONTRACTUAL SERVICES											
FINANCIAL SERVICES	4214	15,183	13,686	16,633	16,000	4,539	11,461	28.37%	18,000 !	18,000 !	18,000
COMPUTER SERVICES	4215	2,550	3,415	3,421	3,500	-	3,500	0.00%	3,800 *	3,800 *	3,800
PRINTING SERVICES	4221	-	-	-	-	-	-	N/A	-	-	-
EQUIPMENT & VEHICLE RENTALS	4239	-	-	-	-	-	-	N/A	-	-	-
ADVERTISING & PUBLICATION	4240	580	2,752	1,783	2,400	1,887	513	78.64%	± 2,600 *	2,400	2,400
COMMUNICATIONS SERVICES	4244	960	850	1,441	1,441	323	1,118	22.43%	1,200	1,200	1,200
DUES, MEMBERSHIPS, & LICENSES	4261	2,235	3,868	4,118	3,000	645	2,355	21.50%	4,000 !	4,000 !	4,000
TRAINING & EDUCATION	4265	759	660	1,007	800	220	580	27.50%	800	1,100 !	1,100
TRAVEL	4266	370	184	763	1,300	10	1,290	0.77%	1,300	1,300	1,300
MEETINGS & FOOD	4269	-	11	-	-	-	-	N/A	-	-	-
CONTRIBUTIONS-PAY TO OTHERS	4291	6,471	7,937	10,961	11,000	-	11,000	0.00%	25,986 !	12,700 !	12,700
SPECIALS PROGRAMS/EVENTS-SERVICES	4292	130,063	118,653	105,358	137,000	64,916	72,084	47.38%	± 150,000 !	155,000 !	160,000
SALES, PROPERTY AND OTHER TAXES	4295	8,006	8,360	7,430	10,000	2,470	7,530	24.70%	10,000	10,000	10,000
REFUNDS	4297	1,269	1,098	842	2,000	237	1,763	11.85%	2,000	2,000	2,000
MISCELLANEOUS SERVICES	4299	1,958	-	-	500	-	500	0.00%	500	500	500
TOTAL CONTRACUTAL SERVICES		170,404	161,474	153,755	188,941	75,247	113,694	39.83%	220,186	212,000	217,000
COMMODITIES											
OFFICE SUPPLIES	4310	44	34	-	100	-	100	0.00%	100	300 !	100
PERIODICALS/BOOKS/MANUALS	4315	138	216	324	325	-	325	0.00%	325	325	325
MISCELLANEOUS SUPPLIES	4339	-	-	-	-	-	-	N/A	-	-	-
RECREATION SUPPLIES	4342	30,717	30,899	36,949	35,000	8,905	26,095	25.44%	35,000	35,000	35,000
SPECIALS PROGRAMS/EVENTS-SUPPLIES	4343	1,582	1,167	815	2,000	-	2,000	0.00%	2,000	2,000	2,000
UNIFORMS	4353	-	901	567	500	-	500	0.00%	500	500	500
MINOR EQUIPMENT	4354	-	-	25	-	-	-	N/A	-	-	-
MERCHANDISE FOR RESALE	4371	7,054	1,641	-	-	-	-	N/A	-	-	-
FOOD AND BEVERAGE FOR RESALE	4372	239	-	-	-	-	-	N/A	-	-	-
TOTAL COMMODITIES		39,775	34,858	38,680	37,925	8,905	29,020	23.48%	37,925	38,125	37,925
CAPITAL OUTLAY											
RECREATION EQUIPMENT	4425	-	-	-	-	-	-	N/A	-	-	-
VEHICLES	4427	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL RECREATION PROGRAMS		486,774	401,279	474,193	503,557	152,625	350,932	30.31%	537,055	543,892	569,925

Program: Culture & Recreation		Department: Parks and Recreation				Activity: Community Center	
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	33,747	36,480	38,220	32,000	33,000	33,000	33,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 33,747	\$ 36,480	\$ 38,220	\$ 32,000	\$ 33,000	\$ 33,000	\$ 33,000
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	40,581	43,945	44,545	44,300	45,300	45,300	45,800
Commodities	3,597	1,340	3,331	3,000	3,000	3,000	3,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 44,178	\$ 45,285	\$ 47,876	\$ 47,300	\$ 48,300	\$ 48,300	\$ 48,800
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity	Schedule	Purchase/	2014-15		2015-16	2016-17
		Year	Reserve	Revised		Budget	Projected
None	-	-	-	\$ -		\$ -	\$ -
Total Capital Outlay				\$ -		\$ -	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
COMMUNITY CENTER					Budget		Balance				
100.2443.											
PERSONAL SERVICES											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL PERSONAL SERVICES		-	-	-	-	-	-	N/A	-	-	-
CONTRACTUAL SERVICES											
LAND & BUILDING RENTALS	4238	30,720	30,720	30,720	30,000	7,500	22,500	25.00%	30,000	30,000	30,000
COMMUNICATIONS SERVICES	4244	672	769	735	800	184	616	23.01%	800	800	800
ELECTRIC CHARGES	4247	4,333	5,434	4,866	6,000	1,673	4,327	27.89%	6,000	6,000	6,000
NATURAL GAS CHARGES	4248	2,641	3,570	3,711	4,000	105	3,895	2.61%	4,000	4,000	4,000
BUILDING MAINTENANCE SERVICES	4270	1,994	3,177	3,788	3,000	1,650	1,350	55.00%	4,000 ±	4,000 !	4,500
REFUNDS	4297	220	276	725	500	45	455	9.00%	500	500	500
TOTAL CONTRACUTAL SERVICES		40,581	43,945	44,545	44,300	11,157	33,143	25.18%	45,300	45,300	45,800
COMMODITIES											
MINOR EQUIPMENT	4354	-	404	-	-	-	-	N/A	-	-	-
BUILDING MAINTENANCE SUPPLIES	4380	3,597	936	3,331	3,000	496	2,504	16.52%	3,000	3,000	3,000
TOTAL COMMODITIES		3,597	1,340	3,331	3,000	496	2,504	16.52%	3,000	3,000	3,000
CAPITAL OUTLAY											
BUILDING IMPROVEMENTS, REMODELING, EQUIPMENT	4413	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL COMMUNITY CENTER		44,178	45,285	47,876	47,300	11,652	35,648	24.63%	48,300	48,300	48,800

Program: Culture & Recreation		Department: Parks and Recreation				Activity: Aquatic Centers	
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	17,594	20,539	17,660	18,200	17,800	18,000	18,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	886,366	796,803	842,504	849,000	809,000	816,000	823,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	146,430	125,840	127,992	130,000	125,000	127,000	129,000
Total Revenues	\$ 1,050,390	\$ 943,182	\$ 988,156	\$ 997,200	\$ 951,800	\$ 961,000	\$ 970,000
Expenditure Summary:							
Personal Services	\$ 350,787	\$ 331,710	\$ 402,498	\$ 436,462	\$ 435,196	\$ 449,526	\$ 467,307
Contractual Services	257,727	254,057	244,278	288,870	299,684	245,444	281,754
Commodities	126,235	156,208	139,021	155,482	152,482	153,470	151,700
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 734,749	\$ 741,975	\$ 785,797	\$ 880,814	\$ 887,362	\$ 848,440	\$ 900,761
Personnel Summary:							
Recreation Supervisor	-	-	-	0.50	0.50	0.50	0.50
Total Full Time Equivalents	-	-	-	0.50	0.50	0.50	0.50
Capital Outlay Summary:							
	Quantity	Schedule	Purchase/	2014-15		2015-16	2016-17
		Year	Reserve	Revised		Budget	Projected
None	-	-	-	\$ -		\$ -	\$ -
Total Capital Outlay				\$ -		\$ -	\$ -

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
AQUATIC CENTERS											
100.2444.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	-	-	-	24,402	6,083	18,319	24.93%	24,402	26,134 *	29,066
TEMPORARY WAGES	4103	319,109	301,999	367,822	366,000	247,632	118,368	67.66%	± 366,000	377,000 *	389,000
FICA	4116	24,412	23,103	28,139	29,866	19,321	10,545	64.69%	± 29,866	30,840 *	31,983
IPERS	4117	91	84	312	2,579	617	1,962	23.92%	± 2,579	2,734 *	3,170
EMPLOYEE INSURANCE	4120	-	-	-	7,053	1,822	5,231	25.83%	7,459 *	7,672 *	8,676
WORKERS COMPENSATION	4122	7,175	6,524	6,226	6,562	-	6,562	0.00%	± 4,890	5,146	5,412
TOTAL PERSONAL SERVICES		350,787	331,710	402,499	436,462	275,475	160,987	63.12%	435,196	449,526	467,307
CONTRACTUAL SERVICES											
FINANCIAL SERVICES	4214	-	-	-	-	-	-	N/A	-	1,926 !	5,776
WASTE MANAGEMENT SERVICES	4224	2,443	2,679	2,606	2,800	1,107	1,693	39.54%	± 2,800	2,800	2,800
LAND & TREE SERVICES	4227	10,335	11,334	12,742	13,000	5,551	7,449	42.70%	± 13,000	13,000	13,000
EQUIPMENT & VEHICLE RENTALS	4239	930	529	1,382	750	273	477	36.40%	± 750	750	750
COMMUNICATIONS SERVICES	4244	1,943	2,125	1,673	2,100	554	1,546	26.38%	2,340 !	2,340 !	2,340
ELECTRIC CHARGES	4247	58,900	64,652	66,797	69,000	32,562	36,438	47.19%	± 73,000 *	74,000 *	75,000
NATURAL GAS CHARGES	4248	12,664	15,152	21,866	23,000	29,230	(6,230)	127.09%	± 39,000 !	30,000 !	32,000
GENERAL INSURANCE	4251	48,640	49,211	50,925	49,642	-	49,642	0.00%	± 39,134	38,568	40,428
DUES, MEMBERSHIPS, & LICENSES	4261	4,137	6,785	5,578	7,000	4,463	2,537	63.76%	± 7,000	7,000	7,000
TRAINING & EDUCATION	4265	160	125	75	360	-	360	0.00%	± 360	360	360
TRAVEL	4266	-	-	11	-	-	-	N/A	-	-	-
BUILDING MAINTENANCE SERVICES	4270	70,982	56,012	32,062	70,218	5,458	64,760	7.77%	± 70,800	23,200	50,800
SPECIALS PROGRAMS/EVENTS-SERVICES	4292	1,165	1,555	1,150	2,000	1,000	1,000	50.00%	± 2,000	2,000	2,000
SALES, PROPERTY AND OTHER TAXES	4295	45,021	42,437	46,041	48,000	23,721	24,279	49.42%	± 48,000	48,000	48,000
POSTAGE & SHIPPING	4296	7	39	-	-	-	-	N/A	-	-	-
REFUNDS	4297	400	1,421	1,369	1,000	998	2	99.80%	± 1,500 !	1,500 !	1,500
TOTAL CONTRACUTAL SERVICES		257,727	254,056	244,277	288,870	104,917	183,953	36.32%	299,684	245,444	281,754
COMMODITIES											
OFFICE SUPPLIES	4310	2,216	2,488	1,529	3,000	303	2,697	10.10%	± 3,000	3,000	3,000
AGRICULTURAL & GARDENING SUPPLIES	4331	-	2,380	-	3,000	-	3,000	0.00%	± 3,000	3,000	3,000
CHEMICALS & LAB SUPPLIES	4332	26,785	29,738	23,356	32,000	21,133	10,867	66.04%	± 32,000	32,000	32,000
MISCELLANEOUS SUPPLIES	4339	102	463	-	300	-	300	0.00%	± 300	300	300
SAFETY EQUIPMENT	4352	1,052	447	1,660	2,000	589	1,411	29.45%	2,000	2,000	2,000
UNIFORMS	4353	1,055	914	1,088	1,400	-	1,400	0.00%	± 1,400	1,400	1,400
MINOR EQUIPMENT	4354	11,840	35,505	19,923	13,782	1,603	12,179	11.63%	± 20,782 !	16,770 !	10,000
MERCHANDISE FOR RESALE	4371	-	-	-	-	-	-	N/A	-	-	-
FOOD AND BEVERAGE FOR RESALE	4372	67,914	72,450	71,267	85,000	40,706	44,294	47.89%	± 75,000	80,000	85,000
BUILDING MAINTENANCE SUPPLIES	4380	15,270	11,824	20,200	15,000	4,736	10,264	31.57%	± 15,000	15,000	15,000
TOTAL COMMODITIES		126,234	156,209	139,023	155,482	69,070	86,412	44.42%	152,482	153,470	151,700
CAPITAL OUTLAY											
BUILDING IMPROVEMENTS, REMODELING, EQUIPMENT	4413	-	-	-	-	-	-	N/A	-	-	-
RECREATION EQUIPMENT	4425	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL AQUATIC CENTERS		734,748	741,975	785,799	880,814	449,462	431,352	51.03%	887,362	848,440	900,761

Program:
Culture & Recreation

Department:
Parks and Recreation

Activity:
Prairie Ridge Sports Complex

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	51,953	95,165	86,142	90,996	80,996	81,835	82,709
Intergovernmental	-	-	-	-	-	-	-
Service Charges	30,592	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	249,890	124,008	187,620	190,000	183,000	196,000	205,000
Total Revenues	\$ 332,435	\$ 219,173	\$ 273,762	\$ 280,996	\$ 263,996	\$ 277,835	\$ 287,709
Expenditure Summary:							
Personal Services	\$ 291,693	\$ 297,245	\$ 328,612	\$ 341,457	\$ 342,592	\$ 378,901	\$ 407,069
Contractual Services	162,023	166,424	221,786	206,024	228,983	220,264	239,082
Commodities	115,142	125,658	145,175	215,498	217,621	159,129	161,139
Capital Outlay	10,750	18,287	10,295	37,000	42,500	5,800	19,600
Debt Service	2,562	-	-	-	-	-	-
Total Expenditures	\$ 582,170	\$ 607,614	\$ 705,868	\$ 799,979	\$ 831,695	\$ 764,094	\$ 826,890
Personnel Summary:							
Sports Complex Superintendent	-	-	-	-	-	1.00	1.00
Sports Facilities Coordinator	1.00	1.00	1.00	1.00	1.00	-	-
Groundskeeper	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
Laser Level	1	2015	Purchase	\$ 20,700	\$ -	\$ -	
Sweeper	1	2015	Purchase	10,500	-	-	
Field Drag	1	2015	Purchase	11,300	-	-	
Utility Vehicle	1	2016	Purchase	-	5,800	-	
Utility Vehicle	1	2017	Purchase	-	-	5,800	
Grounds Mower	1	2017	Purchase	-	-	13,800	
Total Capital Outlay				\$ 42,500	\$ 5,800	\$ 19,600	

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
PRAIRIE RIDGE SPORTS COMPLEX											
100.2445.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	69,441	81,224	86,982	93,768	25,245	68,523	26.92%	93,768	103,104	114,669
OVERTIME WAGES	4102	25,392	21,011	28,257	27,700	12,572	15,128	45.39%	27,700	29,100	30,600
TEMPORARY WAGES	4103	135,338	130,862	146,361	143,300	56,477	86,823	39.41%	143,300	161,935	169,535
LONGEVITY	4109	288	-	-	-	-	-	N/A	-	327	654
FICA	4116	17,261	17,323	19,398	20,255	7,019	13,236	34.65%	20,254	22,526	24,133
IPERS	4117	13,351	15,650	16,408	23,644	5,834	17,810	24.68%	23,645	26,909	30,718
EMPLOYEE INSURANCE	4120	25,517	26,900	26,866	28,216	7,865	20,351	27.87%	29,842	30,704	32,242
WORKERS COMPENSATION	4122	5,104	4,275	4,340	4,574	-	4,574	0.00%	4,083	4,296	4,518
TOTAL PERSONAL SERVICES		291,693	297,245	328,612	341,457	115,012	226,445	33.68%	342,592	378,901	407,069
CONTRACTUAL SERVICES											
LEGAL & RECORDING SERVICES	4212	-	-	-	-	-	-	N/A	-	-	-
COMPUTER SERVICES	4215	4,200	-	8,609	-	-	-	N/A	-	-	8,700
WASTE MANAGEMENT SERVICES	4224	5,616	5,435	5,039	6,000	1,641	4,359	27.35%	6,000	6,000	6,000
LAND & TREE SERVICES	4227	85,552	68,905	76,882	100,000	35,837	64,164	35.84%	100,000	100,000	100,000
UNIFORM RENTALS	4232	-	-	-	-	-	-	N/A	-	-	-
ELECTRONICS RENTALS	4235	170	-	-	-	-	-	N/A	-	-	-
EQUIPMENT & VEHICLE RENTALS	4239	917	2,268	4,657	3,600	742	2,859	20.60%	5,000	5,000	5,000
ADVERTISING & PUBLICATION	4240	-	-	-	-	-	-	N/A	-	-	-
COMMUNICATIONS SERVICES	4244	956	1,101	1,259	1,280	286	994	22.34%	1,280	1,280	1,280
ELECTRIC CHARGES	4247	29,155	30,183	32,768	35,000	9,414	25,586	26.90%	35,000	37,000	39,000
NATURAL GAS CHARGES	4248	1,079	1,114	1,858	1,500	35	1,465	2.35%	2,000	2,000	2,000
GENERAL INSURANCE	4251	8,100	8,191	8,452	8,239	-	8,239	0.00%	7,804	7,691	8,062
DUES, MEMBERSHIPS, & LICENSES	4261	65	144	145	500	40	460	8.00%	500	500	500
TRAINING & EDUCATION	4265	185	400	430	750	120	630	16.00%	750	750	750
TRAVEL	4266	40	34	86	300	80	220	26.67%	300	300	300
BUILDING MAINTENANCE SERVICES	4270	13,442	16,700	26,255	15,000	21,973	(6,973)	146.49%	32,000	18,000	25,000
REVOLVING SERVICES	4271	10,202	21,985	27,250	25,355	13,203	12,152	52.07%	29,849	31,443	33,990
VEHICLE & EQUIPMENT SERVICES	4272	544	5,583	4,170	3,000	74	2,926	2.48%	3,000	3,000	3,000
WATER SYSTEM SERVICES	4282	-	-	5,600	-	-	-	N/A	-	1,800	-
CONTRIBUTIONS-PAY TO OTHERS	4291	-	-	12,585	-	-	-	N/A	-	-	-
SALES, PROPERTY AND OTHER TAXES	4295	1,350	3,791	5,201	5,000	1,912	3,088	38.24%	5,000	5,000	5,000
POSTAGE & SHIPPING	4296	-	-	39	-	-	-	N/A	-	-	-
REFUNDS	4297	450	(50)	500	500	-	500	0.00%	500	500	500
MISCELLANEOUS SERVICES	4299	-	640	-	-	-	-	N/A	-	-	-
TOTAL CONTRACUTAL SERVICES		162,023	166,424	221,786	206,024	85,356	120,668	41.43%	228,983	220,264	239,082
COMMODITIES											
OFFICE SUPPLIES	4310	163	49	321	200	67	133	33.74%	200	200	200
OFFICE EQUIPMENT/FURNITURE	4319	-	-	-	-	-	-	N/A	-	-	-
GASOLINE/FUEL	4321	11,652	10,912	11,191	12,000	2,829	9,171	23.58%	12,000	12,000	12,000
OILS & LUBRICANTS	4322	21	17	-	-	-	-	N/A	-	-	-
AGRICULTURAL & GARDENING SUPPLIES	4331	54,815	66,314	68,663	142,500	20,844	121,656	14.63%	132,000	78,000	80,000
MISCELLANEOUS SUPPLIES	4339	-	-	-	300	-	300	0.00%	300	300	300
RECREATION SUPPLIES	4342	3,054	5,824	6,681	7,000	4,130	2,870	59.00%	15,091	10,500	10,500
SAFETY EQUIPMENT	4352	1,193	1,044	1,519	1,000	54	946	5.42%	1,000	1,000	1,000
UNIFORMS	4353	838	1,115	754	1,100	-	1,100	0.00%	1,100	1,100	1,100
MINOR EQUIPMENT	4354	2,925	1,510	8,321	10,000	3,589	6,411	35.89%	10,000	10,000	10,000
BUILDING MAINTENANCE SUPPLIES	4380	13,572	14,565	11,824	14,000	3,549	10,451	25.35%	15,000	15,000	15,000
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	22,163	22,160	29,248	23,398	10,436	12,962	44.60%	26,430	26,529	26,539
WATER SYSTEM MAINT SUPPLIES	4392	4,748	2,147	6,653	4,000	2,257	1,743	56.43%	4,500	4,500	4,500
TOTAL COMMODITIES		115,142	125,658	145,175	215,498	47,757	167,741	22.16%	217,621	159,129	161,139
CAPITAL OUTLAY											
LANDSCAPING & LAND IMPROVEMENTS	4405	-	-	-	-	-	-	N/A	-	-	-
IRRIGATION	4407	-	-	-	-	-	-	N/A	-	-	-
RECREATION EQUIPMENT	4425	10,750	-	-	-	-	-	N/A	-	-	-
VEHICLES	4427	-	6,305	-	-	-	-	N/A	-	-	-
HEAVY MOTORIZED EQUIPMENT	4428	-	-	4,495	26,000	21,800	4,200	83.85%	21,800	-	13,800
OTHER CAPITAL EQUIPMENT	4429	-	11,982	5,800	11,000	-	11,000	0.00%	20,700	5,800	5,800
TOTAL CAPITAL OUTLAY		10,750	18,287	10,295	37,000	21,800	15,200	58.92%	42,500	5,800	19,600
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	2,562	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		2,562	-	-	-	-	-	N/A	-	-	-
TOTAL PRAIRIE RIDGE SPORTS COMPLEX		582,169	607,614	705,868	799,979	269,925	530,054	33.74%	831,695	764,094	826,890

Program: Culture & Recreation		Department: Parks and Recreation				Activity: Hawkeye Park Sports Complex	
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	1,160	3,415	3,556	1,000	3,000	3,000	3,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	50,134	55,338	58,322	55,000	55,000	55,000	55,000
Total Revenues	\$ 51,294	\$ 58,753	\$ 61,878	\$ 56,000	\$ 58,000	\$ 58,000	\$ 58,000
Expenditure Summary:							
Personal Services	\$ 7,277	\$ 7,261	\$ 8,869	\$ 11,949	\$ 11,949	\$ 12,272	\$ 12,703
Contractual Services	670	1,532	1,965	3,100	4,200	4,200	4,985
Commodities	22,112	25,773	27,021	36,700	35,700	35,700	37,720
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 30,059	\$ 34,566	\$ 37,855	\$ 51,749	\$ 51,849	\$ 52,172	\$ 55,408
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity	Schedule	Purchase/	2014-15		2015-16	2016-17
		Year	Reserve	Revised		Budget	Projected
None	-	-	-	\$ -		\$ -	\$ -
Total Capital Outlay				\$ -		\$ -	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
HAWKEYE PARK SPORTS COMPLEX												
100.2446.												
PERSONAL SERVICES												
TEMPORARY WAGES	4103	6,760	6,745	8,226	11,100	3,819	7,281	34.41%	±	11,100	11,400	11,800
FICA	4116	517	516	629	849	292	557	34.39%	±	849	872	903
IPERS	4117	-	-	13	-	-	-	N/A		-	-	-
TOTAL PERSONAL SERVICES		7,277	7,261	8,868	11,949	4,111	7,838	34.40%		11,949	12,272	12,703
CONTRACTUAL SERVICES												
FINANCIAL SERVICES	4214	-	-	-	-	-	-	N/A		-	-	685
WASTE MANAGEMENT SERVICES	4224	-	-	-	-	-	-	N/A		900	900	900
LAND & TREE SERVICES	4227	-	42	-	-	-	-	N/A		-	-	-
COMMUNICATIONS SERVICES	4244	225	299	299	600	75	525	12.50%	±	600	600	600
DUES, MEMBERSHIPS, & LICENSES	4261	360	428	475	900	-	900	0.00%	±	600	600	600
BUILDING MAINTENANCE SERVICES	4270	85	741	1,172	1,500	766	734	51.07%	±	2,000	2,000	2,100
REFUNDS	4297	-	23	20	100	-	100	0.00%	±	100	100	100
TOTAL CONTRACUTAL SERVICES		670	1,533	1,966	3,100	841	2,259	27.13%		4,200	4,200	4,985
COMMODITIES												
OFFICE SUPPLIES	4310	8	-	-	-	-	-	N/A		-	-	-
MINOR EQUIPMENT	4354	206	-	-	-	-	-	N/A		-	-	2,020
FOOD AND BEVERAGE FOR RESALE	4372	10,326	12,318	10,284	15,000	2,726	12,274	18.17%	±	14,000	14,000	14,000
ALCOHOLIC BEVERAGES FOR RESALE	4373	10,874	13,250	16,499	21,000	8,825	12,175	42.02%	±	21,000	21,000	21,000
BUILDING MAINTENANCE SUPPLIES	4380	698	204	238	700	-	700	0.00%	±	700	700	700
TOTAL COMMODITIES		22,112	25,772	27,021	36,700	11,551	25,149	31.47%		35,700	35,700	37,720
CAPITAL OUTLAY												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A		-	-	-
DEBT SERVICE												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A		-	-	-
TOTAL HAWKEYE PARK SPORTS COMPLEX		30,059	34,566	37,855	51,749	16,503	35,246	31.89%		51,849	52,172	55,408

Program	Department					Activity	
Health & Social Services	Parks and Recreation					Special Populations	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	24,240	7,200	11,008	10,000	10,000	10,000	10,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,000	-	-	-	-	-	-
Total Revenues	\$ 25,240	\$ 7,200	\$ 11,008	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	7,045	7,796	5,851	12,000	13,000	13,000	13,000
Commodities	14,356	13,257	15,277	16,000	16,000	16,000	16,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	21,401	\$ 21,053	\$ 21,128	\$ 28,000	\$ 29,000	\$ 29,000	\$ 29,000
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
None	-	-	-	\$ -	\$ -	\$ -	
Total Capital Outlay				\$ -	\$ -	\$ -	

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
SPECIAL POPULATIONS					Budget		Balance				
		100.2448.									
PERSONAL SERVICES											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL PERSONAL SERVICES		-	-	-	-	-	-	N/A	-	-	-
CONTRACTUAL SERVICES											
SPECIALS PROGRAMS/EVENTS-SERVICES	4292	5,167	7,075	5,728	11,000	1,975	9,025	17.96%	12,000 !	12,000 !	12,000
POSTAGE & SHIPPING	4296	-	-	-	-	-	-	N/A	-	-	-
REFUNDS	4297	1,878	721	123	1,000	7	993	0.72%	1,000	1,000	1,000
MISCELLANEOUS SERVICES	4299	-	-	-	-	-	-	N/A	-	-	-
TOTAL CONTRACUTAL SERVICES		7,045	7,796	5,851	12,000	1,983	10,017	16.52%	13,000 *	13,000 *	13,000
COMMODITIES											
FOOD AND BEVERAGE FOR RESALE	4372	14,356	13,257	15,277	16,000	2,305	13,695	14.41%	16,000	16,000	16,000
BUILDING MAINTENANCE SUPPLIES	4380	-	-	-	-	-	-	N/A	-	-	-
TOTAL COMMODITIES		14,356	13,257	15,277	16,000	2,305	13,695	14.41%	16,000	16,000	16,000
CAPITAL OUTLAY											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL SPECIAL POPULATIONS		21,401	21,052	21,128	28,000	4,288	23,712	15.31%	29,000 *	29,000 *	29,000

Program: Enterprise		Department: Otter Creek Golf Course				Activity: Maintenance	
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	2,597	5,699	2,914	-	-	-	-
Total Revenues	\$ 2,597	\$ 5,699	\$ 2,914	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 370,344	\$ 375,600	\$ 342,839	\$ 299,429	\$ 298,572	\$ 310,417	\$ 342,070
Contractual Services	34,611	47,336	39,270	41,995	59,396	45,868	46,827
Commodities	102,261	112,187	114,430	126,302	131,932	127,399	126,087
Capital Outlay	-	21,481	21,796	6,800	25,290	-	-
Debt Service	28,988	37,770	41,329	38,310	38,095	33,129	26,993
Total Expenditures	\$ 536,204	\$ 594,374	\$ 559,664	\$ 512,836	\$ 553,285	\$ 516,813	\$ 541,977
Personnel Summary:							
Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Superintendent	1.00	-	-	-	-	-	-
Special Projects Administrator	-	0.50	-	-	-	-	-
Groundskeeper	-	1.00	-	-	-	-	-
Mechanic	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	3.00	3.50	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:		Quantity	Schedule	Purchase/	2014-15	2015-16	2016-17
			Year	Reserve	Revised	Budget	Projected
Tractor and Rough Mower		1	2011	Reserve	\$ 9,933	\$ 4,967	\$ -
Fairway Mower		1	2012	Reserve	8,587	8,587	4,294
Fairway Mower		1	2013	Reserve	8,346	8,346	8,346
Greens Mower		1	2013	Reserve	5,238	5,238	5,238
Utility Vehicle		2	2014	Reserve	5,991	5,991	5,991
Entrance Sign		1	2015	Purchase	600	-	-
Utility Vehicle		1	2015	Purchase	5,250	-	-
Irrigation Well #2		1	2015	Purchase	19,440	-	-
Greens Mower		1	2017	Reserve	-	-	3,124
Total Capital Outlay					\$ 63,385	\$ 33,129	\$ 26,993

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
GOLF COURSE MAINTENANCE											
590.2591.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	185,741	193,949	139,955	122,049	32,841	89,208	26.91%	122,049	128,016	135,598
OVERTIME WAGES	4102	14,143	6,711	7,075	14,900	3,777	11,123	25.35%	12,000	12,600	13,300
TEMPORARY WAGES	4103	86,432	87,243	96,184	96,300	39,092	57,208	40.59%	98,000	101,000	116,434
EARLY RETIREMENT INCENTIVE	4108	-	-	30,883	-	-	-	N/A	-	-	-
LONGEVITY	4109	6,442	5,750	5,154	4,500	1,211	3,289	26.92%	4,500	4,500	4,981
FICA	4116	22,338	22,341	18,782	18,188	5,838	12,350	32.10%	18,096	18,829	20,679
IPERS	4117	23,175	25,460	22,042	21,231	6,563	14,668	30.91%	21,124	21,977	26,415
EMPLOYEE INSURANCE	4120	29,904	31,880	20,834	20,228	5,595	14,633	27.66%	21,232	21,842	22,925
WORKERS COMPENSATION	4122	2,169	2,267	1,929	2,033	-	2,033	0.00%	1,571	1,653	1,738
TOTAL PERSONAL SERVICES		370,344	375,600	342,839	299,429	94,917	204,512	31.70%	298,572	310,417	342,070
CONTRACTUAL SERVICES											
WASTE MANAGEMENT SERVICES	4224	1,696	2,207	2,022	3,000	468	2,532	15.60%	3,000	3,000	3,000
LAND & TREE SERVICES	4227	-	-	-	500	-	500	0.00%	500	500	500
UNIFORM RENTALS	4232	1,274	1,380	1,325	1,800	404	1,396	22.42%	1,800	1,800	1,800
ELECTRONICS RENTALS	4235	756	756	315	-	-	-	N/A	-	-	-
EQUIPMENT & VEHICLE RENTALS	4239	1,385	1,035	1,186	1,500	-	1,500	0.00%	1,500	1,500	1,500
ADVERTISING & PUBLICATION	4240	-	-	-	-	-	-	N/A	-	-	-
COMMUNICATIONS SERVICES	4244	1,475	1,242	1,105	1,120	257	863	22.96%	1,120	1,120	1,120
ELECTRIC CHARGES	4247	7,556	8,827	7,745	9,500	15,754	(6,254)	165.83%	24,000	13,000	13,000
NATURAL GAS CHARGES	4248	1,301	1,677	2,047	2,500	87	2,413	3.50%	2,500	2,500	2,500
GENERAL INSURANCE	4251	9,757	9,616	9,843	9,595	-	9,595	0.00%	9,452	9,315	9,765
DUES, MEMBERSHIPS, & LICENSES	4261	1,050	12,016	481	850	-	850	0.00%	850	850	850
TRAINING & EDUCATION	4265	765	845	520	800	-	800	0.00%	800	800	800
TRAVEL	4266	98	63	24	250	-	250	0.00%	250	250	250
BUILDING MAINTENANCE SERVICES	4270	868	1,360	5,897	1,500	129	1,371	8.60%	4,600	1,500	1,500
REVOLVING SERVICES	4271	4,711	5,071	5,430	5,680	1,200	4,480	21.13%	5,624	6,333	6,842
VEHICLE & EQUIPMENT SERVICES	4272	1,312	460	697	1,300	202	1,098	15.57%	1,300	1,300	1,300
ELECTRONICS SERVICES	4273	-	-	-	-	-	-	N/A	-	-	-
WATER SYSTEM SERVICES	4282	608	780	410	2,000	-	2,000	0.00%	2,000	2,000	2,000
POSTAGE & SHIPPING	4296	-	-	-	100	-	100	0.00%	100	100	100
MISCELLANEOUS SERVICES	4299	-	-	221	-	-	-	N/A	-	-	-
TOTAL CONTRACUTAL SERVICES		34,611	47,336	39,270	41,995	18,501	23,494	44.06%	59,396	45,868	46,827
COMMODITIES											
OFFICE SUPPLIES	4310	235	342	200	300	8	292	2.57%	300	300	300
OFFICE EQUIPMENT/FURNITURE	4319	-	1,252	-	-	-	-	N/A	-	-	-
GASOLINE/FUEL	4321	18,161	17,854	18,345	20,000	7,536	12,464	37.68%	20,000	20,000	20,000
OILS & LUBRICANTS	4322	1,885	2,001	749	2,700	-	2,700	0.00%	2,700	2,700	2,700
AGRICULTURAL & GARDENING SUPPLIES	4331	27,324	31,794	32,684	35,000	5,203	29,797	14.87%	35,000	35,000	35,000
CHEMICALS & LAB SUPPLIES	4332	29,224	33,365	33,348	35,000	6,889	28,111	19.68%	35,000	35,000	35,000
WELDING SUPPLIES	4334	8	34	-	500	-	500	0.00%	600	500	500
MISCELLANEOUS SUPPLIES	4339	418	536	690	1,000	109	891	10.88%	1,000	1,000	1,000
RECREATION SUPPLIES	4342	1,836	2,315	4,691	3,000	172	2,828	5.72%	3,000	3,000	3,000
SAFETY EQUIPMENT	4352	1,105	731	788	1,200	153	1,047	12.74%	1,200	1,200	1,200
MINOR EQUIPMENT	4354	589	2,588	4,301	5,000	-	5,000	0.00%	5,000	5,000	5,000
BUILDING MAINTENANCE SUPPLIES	4380	1,252	2,018	836	2,500	259	2,241	10.37%	2,500	2,500	2,500
REVOLVING SUPPLIES	4381	1,655	1,937	2,510	2,602	488	2,114	18.77%	3,213	3,699	2,387
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	12,715	11,786	14,084	13,500	3,908	9,592	28.95%	18,419	13,500	13,500
WATER SYSTEM MAINT SUPPLIES	4392	5,855	3,636	1,203	4,000	2,081	1,919	52.03%	4,000	4,000	4,000
TOTAL COMMODITIES		102,261	112,187	114,430	126,302	26,806	99,496	21.22%	131,932	127,399	126,087
CAPITAL OUTLAY											
LANDSCAPING & LAND IMPROVEMENTS	4405	-	-	21,796	-	523	(523)	N/A	600	-	-
IRRIGATION	4407	-	21,481	-	-	19,440	(19,440)	N/A	19,440	-	-
HEAVY MOTORIZED EQUIPMENT	4428	-	-	-	-	-	-	N/A	-	-	-
OTHER CAPITAL EQUIPMENT	4429	-	-	-	6,800	5,250	1,550	77.21%	5,250	-	-
TOTAL CAPITAL OUTLAY		-	21,481	21,796	6,800	25,213	(18,413)	370.78%	25,290	-	-
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	28,988	37,770	41,329	38,310	-	38,310	0.00%	38,095	33,129	26,993
TOTAL DEBT SERVICE		28,988	37,770	41,329	38,310	-	38,310	0.00%	38,095	33,129	26,993
TOTAL GOLF COURSE MAINTENANCE		536,204	594,374	559,663	512,836	165,438	347,398	32.26%	553,285	516,813	541,977

Program: Enterprise		Department: Otter Creek Golf Course				Activity: Pro Shop	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	6,483	7,227	7,769	8,000	6,000	6,000	6,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	966,433	894,605	994,086	976,000	893,000	926,000	959,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	205,038	217,889	203,174	246,000	195,000	200,000	205,000
Total Revenues	\$ 1,177,954	\$ 1,119,721	\$ 1,205,029	\$ 1,230,000	\$ 1,094,000	\$ 1,132,000	\$ 1,170,000
Expenditure Summary:							
Personal Services	\$ 279,835	\$ 300,252	\$ 316,416	\$ 330,613	\$ 332,623	\$ 344,434	\$ 366,495
Contractual Services	222,554	211,094	133,930	146,993	174,491	175,720	178,610
Commodities	144,329	169,577	158,005	139,097	142,908	140,599	139,287
Capital Outlay	-	-	-	-	-	-	-
Debt Service	7,490	7,490	42,628	74,020	74,020	71,345	72,415
Total Expenditures	\$ 654,208	\$ 688,413	\$ 650,979	\$ 690,723	\$ 724,042	\$ 732,098	\$ 756,807
Personnel Summary:							
Golf Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Head Professional	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
Guardian GPS Software	1	2010	Reserve	\$ 3,745	\$ -	\$ -	
Golf Carts	73	2013	Reserve	70,275	70,275	70,275	
Utility Vehicle with Range Ball Picker	10	2016	Reserve	-	1,070	2,140	
Total Capital Outlay				\$ 74,020	\$ 71,345	\$ 72,415	

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
GOLF COURSE PRO SHOP											
590.2592.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	133,510	146,353	153,670	160,202	43,131	117,071	26.92%	160,202	166,287	179,342
OVERTIME WAGES	4102	513	1,164	1,295	1,000	46	954	4.61%	1,000	1,000	1,000
TEMPORARY WAGES	4103	84,628	78,782	92,602	93,000	42,567	50,433	45.77%	93,000	96,000	99,000
TIP PAY	4107	350	207	100	500	5	495	1.00%	500	500	500
LONGEVITY	4109	2,500	2,500	2,981	3,308	808	2,500	24.42%	3,269	3,500	3,500
FICA	4116	9,452	26,806	18,365	19,737	6,396	13,341	32.41%	19,735	20,447	21,677
IPERS	4117	14,714	16,429	19,003	23,040	6,018	17,022	26.12%	23,037	23,868	27,003
EMPLOYEE INSURANCE	4120	32,104	26,503	26,999	28,348	7,898	20,450	27.86%	29,974	30,826	32,363
WORKERS COMPENSATION	4122	2,066	1,510	1,402	1,478	-	1,478	0.00%	1,906	2,006	2,110
TOTAL PERSONAL SERVICES		279,835	300,252	316,416	330,613	106,868	223,745	32.32%	332,623	344,434	366,495
CONTRACTUAL SERVICES											
CONSULTING & MANAGEMENT	4211	-	-	-	-	-	-	N/A	-	-	-
LEGAL & RECORDING SERVICES	4212	-	-	-	-	-	-	N/A	-	-	-
FINANCIAL SERVICES	4214	23,384	18,945	18,700	22,000	9,211	12,789	41.87%	22,000	22,000	22,000
COMPUTER SERVICES	4215	2,086	11,671	-	2,000	-	2,000	0.00%	-	-	-
PRINTING SERVICES	4221	20	1,276	1,028	1,500	80	1,420	5.32%	1,500	1,500	1,500
WASTE MANAGEMENT SERVICES	4224	-	-	-	-	-	-	N/A	-	-	-
LAND & BUILDING RENTALS	4238	3,886	3,886	3,886	3,900	972	2,928	24.91%	3,886	3,886	3,886
EQUIPMENT & VEHICLE RENTALS	4239	64,274	62,122	4,724	4,320	170	4,150	3.94%	32,040	30,240	30,240
ADVERTISING & PUBLICATION	4240	12,713	9,613	1,100	8,000	-	8,000	0.00%	8,000	8,000	8,000
COMMUNICATIONS SERVICES	4244	3,134	3,095	3,404	3,300	553	2,747	16.76%	3,300	3,300	3,300
ELECTRIC CHARGES	4247	10,247	11,251	11,272	13,500	4,472	9,028	33.13%	13,500	14,000	14,000
NATURAL GAS CHARGES	4248	3,308	3,952	5,239	5,000	722	4,278	14.44%	6,000	6,000	6,000
GENERAL INSURANCE	4251	9,757	9,616	9,843	9,595	-	9,595	0.00%	9,452	9,315	9,765
DUES, MEMBERSHIPS, & LICENSES	4261	2,051	2,479	2,581	2,160	234	1,926	10.83%	2,400	2,400	2,400
TRAVEL	4266	1,899	1,226	671	1,500	-	1,500	0.00%	500	500	500
BUILDING MAINTENANCE SERVICES	4270	2,664	4,837	3,352	5,000	223	4,777	4.45%	5,000	5,000	5,000
REVOLVING SERVICES	4271	4,476	4,584	4,690	5,118	1,200	3,918	23.45%	4,813	5,479	5,919
ELECTRONICS SERVICES	4273	213	191	162	300	63	237	20.91%	300	300	300
GOLF CART SERVICES	4275	1,489	2,048	2,663	2,500	1,520	980	60.80%	2,500	2,500	2,500
SPECIALS PROGRAMS/EVENTS-SERVICES	4292	34,638	22,765	19,620	15,000	6,014	8,986	40.10%	17,000	17,000	17,000
REIMBURSEMENTS	4293	-	-	-	-	-	-	N/A	-	-	-
SALES, PROPERTY AND OTHER TAXES	4295	41,037	35,809	40,369	41,000	20,079	20,921	48.97%	41,000	43,000	45,000
POSTAGE & SHIPPING	4296	299	175	307	300	-	300	0.00%	300	300	300
REFUNDS	4297	980	1,555	319	1,000	-	1,000	0.00%	1,000	1,000	1,000
TOTAL CONTRACUTAL SERVICES		222,554	211,094	133,930	146,993	45,512	101,481	30.96%	174,491	175,720	178,610
COMMODITIES											
OFFICE SUPPLIES	4310	713	829	689	1,000	193	807	19.33%	1,000	1,000	1,000
MISCELLANEOUS SUPPLIES	4339	653	30	602	800	379	421	47.36%	800	800	800
RECREATION SUPPLIES	4342	3,455	4,292	3,516	5,795	5,761	34	99.41%	8,795	6,000	6,000
SPECIALS PROGRAMS/EVENTS-SUPPLIES	4343	2,199	548	345	400	200	200	50.00%	400	400	400
SAFETY EQUIPMENT	4352	-	-	75	-	-	-	N/A	-	-	-
UNIFORMS	4353	-	-	-	-	1,341	(1,341)	N/A	-	-	-
MINOR EQUIPMENT	4354	903	1,157	904	1,000	-	1,000	0.00%	1,000	1,000	1,000
MERCHANDISE FOR RESALE	4371	132,692	159,221	147,923	125,000	41,620	83,380	33.30%	125,000	125,000	125,000
FOOD AND BEVERAGE FOR RESALE	4372	-	-	(28)	-	3,773	(3,773)	N/A	-	-	-
BUILDING MAINTENANCE SUPPLIES	4380	1,052	668	834	500	229	271	45.83%	700	700	700
REVOLVING SUPPLIES	4381	1,655	1,937	2,510	2,602	488	2,114	18.77%	3,213	3,699	2,387
GOLF CART MAINT SUPPLIES	4385	1,009	894	635	2,000	129	1,871	6.47%	2,000	2,000	2,000
TOTAL COMMODITIES		144,329	169,577	158,005	139,097	54,113	84,984	38.90%	142,908	140,599	139,287
CAPITAL OUTLAY											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	7,490	7,490	42,628	74,020	-	74,020	0.00%	74,020	71,345	72,415
TOTAL DEBT SERVICE		7,490	7,490	42,628	74,020	-	74,020	0.00%	74,020	71,345	72,415
TOTAL GOLF COURSE PRO SHOP		654,209	688,414	650,979	690,723	206,493	484,230	29.90%	724,042	732,098	756,807

Program: Enterprise		Department: Otter Creek Golf Course				Activity: Banquet Services	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	34,698	31,697	25,004	29,000	26,000	30,000	30,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	17,325	25,052	31,614	30,000	25,000	28,000	28,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	487,771	443,963	492,777	450,000	463,000	479,000	490,000
Total Revenues	\$ 539,794	\$ 500,712	\$ 549,395	\$ 509,000	\$ 514,000	\$ 537,000	\$ 548,000
Expenditure Summary:							
Personal Services	\$ 230,198	\$ 201,316	\$ 218,525	\$ 256,157	\$ 246,980	\$ 257,708	\$ 275,516
Contractual Services	58,182	53,277	60,040	70,062	70,115	71,144	72,034
Commodities	178,530	148,473	159,546	185,702	171,313	178,799	182,487
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 466,910	\$ 403,066	\$ 438,111	\$ 511,921	\$ 488,408	\$ 507,651	\$ 530,037
Personnel Summary:							
Food & Beverage Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
None	-	-	-	\$ -	\$ -	\$ -	
Total Capital Outlay				\$ -	\$ -	\$ -	

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
GOLF COURSE BANQUET SRVCS											
590.2595.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	43,434	47,613	49,993	53,804	13,451	40,353	25.00%	53,804	57,625 *	64,090
OVERTIME WAGES	4102	511	256	310	500	1,002	(502)	200.40% ±	1,500 !	500	500
TEMPORARY WAGES	4103	99,135	81,693	89,685	105,000	47,968	57,032	45.68% ±	100,000	105,000	111,000
TIP PAY	4107	45,874	37,961	42,618	47,000	21,669	25,331	46.11% ±	43,000	44,000	45,000
LONGEVITY	4109	-	-	212	500	135	365	26.92%	500	500	500
FICA	4116	14,047	12,383	13,656	15,820	6,345	9,475	40.10% ±	15,209	15,884	16,914
IPERS	4117	9,727	7,169	7,711	18,467	3,367	15,100	18.23% ±	17,753	18,542	21,070
EMPLOYEE INSURANCE	4120	16,000	13,194	13,439	14,115	3,934	10,181	27.87%	14,928 *	15,356 *	16,126
WORKERS COMPENSATION	4122	1,470	1,045	902	951	-	951	0.00% ±	286	301	316
TOTAL PERSONAL SERVICES		230,198	201,316	218,525	256,157	97,870	158,287	38.21%	246,980	257,708	275,516
CONTRACTUAL SERVICES											
FINANCIAL SERVICES	4214	-	879	4,870	9,000	2,648	6,352	29.42%	8,000	8,000	8,000
PRINTING SERVICES	4221	265	-	-	600	-	600	0.00%	600	600	600
WASTE MANAGEMENT SERVICES	4224	2,100	2,122	2,332	2,500	853	1,647	34.12% ±	3,000 !	3,000 !	3,000
EQUIPMENT & VEHICLE RENTALS	4239	-	-	-	-	-	-	N/A	-	-	-
ADVERTISING & PUBLICATION	4240	7,501	5,115	1,440	5,000	85	4,915	1.71%	5,000	5,000	5,000
COMMUNICATIONS SERVICES	4244	1,750	1,753	1,285	1,900	185	1,715	9.75%	1,900	1,900	1,900
ELECTRIC CHARGES	4247	12,045	11,251	11,272	13,500	4,472	9,028	33.13% ±	13,500	14,000 *	14,000
NATURAL GAS CHARGES	4248	3,711	3,952	5,239	5,000	722	4,278	14.44%	6,000 !	6,000 !	6,000
GENERAL INSURANCE	4251	9,757	9,616	9,842	9,594	-	9,594	0.00%	9,452	9,315	9,765
DUES, MEMBERSHIPS, & LICENSES	4261	2,303	2,303	2,414	2,800	180	2,620	6.42%	2,800	2,800	2,800
TRAVEL	4266	722	651	753	750	175	575	23.30%	750	750	750
BUILDING MAINTENANCE SERVICES	4270	13,339	10,859	15,741	14,000	1,940	12,060	13.86%	14,000	14,000	14,000
REVOLVING SERVICES	4271	4,476	4,584	4,690	5,118	1,200	3,918	23.45%	4,813	5,479 *	5,919
ELECTRONICS SERVICES	4273	213	191	162	300	63	237	20.91%	300	300	300
TOTAL CONTRACUTAL SERVICES		58,182	53,277	60,040	70,062	12,523	57,539	17.87%	70,115	71,144	72,034
COMMODITIES											
OFFICE SUPPLIES	4310	-	86	72	100	27	73	26.90%	100	100	100
MISCELLANEOUS SUPPLIES	4339	80	25	335	500	63	437	12.59%	500	500	500
SPECIALS PROGRAMS/EVENTS-SUPPLIES	4343	1,029	428	505	2,000	33	1,967	1.65%	1,000	1,000	1,000
UNIFORMS	4353	-	-	-	-	-	-	N/A	-	-	-
MINOR EQUIPMENT	4354	926	225	440	2,500	306	2,194	12.26%	500	500	500
FOOD AND BEVERAGE FOR RESALE	4372	115,056	94,188	98,178	115,000	40,314	74,686	35.06% ±	105,000	110,000	115,000
ALCOHOLIC BEVERAGES FOR RESALE	4373	59,784	51,584	57,506	62,000	28,500	33,500	45.97% ±	60,000	62,000	62,000
BUILDING MAINTENANCE SUPPLIES	4380	-	-	-	1,000	-	1,000	0.00%	1,000	1,000	1,000
REVOLVING SUPPLIES	4381	1,655	1,937	2,510	2,602	488	2,114	18.77%	3,213 !	3,699 !	2,387
TOTAL COMMODITIES		178,530	148,473	159,546	185,702	69,732	115,970	37.55%	171,313	178,799	182,487
CAPITAL OUTLAY											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL GOLF COURSE BANQUET SRVCS		466,909	403,065	438,112	511,921	180,125	331,796	35.19%	488,408	507,651	530,037



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MEMORANDUM

TO: David Jones and Jennifer Sease
DATE: December 1, 2014
RE: FY15 Planning and Building Department Budget

Introduction

Department staff activity levels continue to gradually increase in the areas of land development, new construction, redevelopment projects and code enforcement. Permit numbers remained strong in calendar year 2013 producing the fifth highest total for new residential units (994 units) and the second highest overall total for construction valuation (\$281,356,042) in the City's history. Through the first ten months of 2014, permit activity is ahead of last year's pace with 919 residential permits and a total construction valuation of \$280,191,402 being issued through the end of October. Development interest remains strong and it appears likely that development and construction activity will continue to remain steady, if not increase, in the near term.

Workload, Staffing and Salaries

Planning

We are making no request for additional personnel for the Planning Division in the FY 2016 budget. With the latest round of reorganization, the Planning Division currently has a Planning Administrator that manages the day to day planning and development activities, such as scheduling and attending development pre-application meetings and directly supervising the two planning positions. The reinstatement of the Planning Administrator position has allowed the Director to spend less time on those day-to-day activities, and more time on department-wide issues, such as updating department codes, policies and processes; updating fees; and overseeing the implementation of the new permit software.

The two Planner positions (one Associate Planner and one Planner I) have settled into their roles and are becoming quite effective at processing the high volume of development applications that the department is seeing. We look for the Planners to continue to grow in their roles as they gain more experience with the City.

It should be noted that one Associate Planner position was moved from the Planning and Building Department to the Community Development Department in mid-year last year to help with the workload in the Community Development Department – Special Census, potential CDBG, etc. Given the heavy workload in current planning as well as the move of the long-range planning functions back to the Planning Division, an additional Planner position in the Planning and Building Department would be very beneficial. However, at this time, we are not requesting a new position. In the future, however, should the workload remain heavy, we will need to address the Planning Division staffing level.

Building Division

We are making no requests for additional personnel for the Building Division for FY 2016 budget.

Building Division – Inspections

We are very grateful for the additional Building Inspector position that the City Council authorized for the Department this past year. The position was filled on November 4th, 2013, and that person is quickly becoming acclimated to the Department and the responsibilities of the position. The addition of this position provides us with four, full-time Combination Building Inspectors. While we are still behind our metro counterparts when compared to the number of Building Inspectors versus permits issued, we are not requesting any additional Building Inspector positions in FY2016. We will continue to monitor the workload and will make personnel requests in future budgets as needed.

We are, in the FY2016 Budget, making a request to adjust the four Combination Inspector positions pay grades. We are requesting that the Combination Inspector I positions be modified from pay grade G10 to G12; the Combination Inspector II position from G11 to G13; and, the Combination Inspector III position from G13 to G15. The request is being made due to the following factors. First, these positions have acquired additional duties above and beyond those listed in the currently approved Position Descriptions. Secondly, the position descriptions were updated in 2008 and again in 2012 to reflect State mandated certification requirements (Electrical Inspection) without any adjustments to compensation at that time. Finally, similar positions in comparable organizations in the metro and throughout the State are compensated at a higher rate than these positions are currently compensated. We have completed the appropriate personnel request forms and provided additional documentation.

Building Division – Permits

As mentioned previously, the building permit pace is slightly ahead of last year's high numbers. The two Permit Clerks and the Permit Specialist have a hand in processing every permit that passes through the Department. They are mindful of, and work hard to maintain, the quick turnaround times and accurate reviews that our customers have come to expect. On October 7, 2013, the Permit Clerk position that was vacated by retirement was filled. That new person is also becoming acclimated to the Department and the responsibilities of the position. While it has been a transition period, the staff has worked hard to maintain a high level of service to our customers.

We are, in the FY2016 Budget, making a request to adjust the Permit Specialist and the two Permit Clerk positions pay grades. We are requesting that the Permit Specialist position be modified from a pay grade G10 to G11 and, the two Permit Clerk positions from G05 to G08. The request is being made due to the following factors. First, these positions have acquired additional duties above and beyond those listed in the currently approved Position Descriptions. Secondly, existing similar positions within the organization are compensated at a higher grade than these positions. Finally, similar positions in comparable organizations in the metro area and throughout the State are compensated at a higher rate. We have completed the appropriate personnel request forms and provided additional documentation.

Building Division – Code Enforcement

The Code Enforcement Officer II position continues to provide a high level of code enforcement service to our community. This position also serves as backup to our Building Inspectors during vacation and peak period times. The Code Enforcement calls, from our citizenry, continue to increase as the City grows. As has been mentioned in previous budget submittals, we foresee a time in the future when the Code Enforcement demands of the City cannot be met by a single position. We will continue to monitor this workload and will bring forward a personnel request if/when Code Enforcement levels demand.

Vehicles

The department has two vehicles that are beginning to accumulate high mileage, are starting to demand more service time, are beginning to show their age, and/or are inappropriate vehicles for the work they are needed to perform. Therefore, with the FY 2016 Budget, we would like the following vehicles examined for replacement:

- **#402** – This vehicle is a 2001 Chevrolet Malibu with 64,000 miles and is assigned to the Building and Zoning Administrator. Within the past two years, this vehicle has begun to require additional maintenance, service and repair. We believe a replacement cost to be approximately \$19,500 according to State Bid and a trade-in value to be approximately \$1,500 according to the Black Book for a total budget request for replacement of approximately \$18,000. The 2015 State Bid cost for a Ford Fusion Hybrid is approximately \$24,000. If possible, we would like to take advantage of the grant program and replace this vehicle with the Fusion Hybrid, as has been done in other Departments in the City.
- **#926** – This vehicle is a 2007 Ford F-150 regular cab pickup and is assigned to a Building Inspector. The reason for this replacement request is based on functionality of the vehicle. In 2009, after going through the budget process and justifying the need, the Planning and Building Department purchased a new extended cab, four wheel drive pickup for the Building Division. Shortly after that purchase, the Combination Inspector assigned to that vehicle, left the City for a position with Polk County. This was at a time when building activity had started to decline. Consequently, even though the need was there, we were not allowed to fill that position at that time. Concurrently, the Municipal Utilities Department had a need for a vehicle, and this vehicle was transferred to the Municipal Utilities Department. Upon hire of the new Building Inspector in fall of 2013, the Planning and Building Department was in need of a vehicle. Fortunately, the Municipal Utilities Department provided to the Planning and Building Department a vehicle that was an “extra” in their fleet - #906. Unfortunately, this vehicle is a regular cab two-wheel drive pickup which is not ideal for the Building Inspectors. The Building Inspectors carry with them extra clothing, gear and inspection equipment, which makes an extended cab, instead of a regular cab, preferable. Additionally, much of the miles traveled by the Building Inspectors annually are in areas of the community that are not fully developed or maintained, and occur in all types of weather, which makes a four-wheel drive preferable, if not a necessity. Therefore, for these reasons we are asking to replace this vehicle. We believe a replacement cost to be approximately \$25,500 and a trade-in value to be approximately \$4,500 for a total budget request for replacement of this vehicle of approximately \$21,000. Municipal Utilities may still have a need for this vehicle as they had been using it for hydrant flushing activities prior to transferring it to the Planning and Building Department. If that is the case, then there would be no trade-in value and the replacement cost for this vehicle would be approximately \$25,500.

Conclusion

Thank you for the opportunity to submit this year's budget memo. Even though the Planning and Building Department budget is small, comparatively speaking, we do appreciate the ability to be able to provide input to you regarding the Department's activity. If there is anything further that you need from us, please do not hesitate to let me know.

Program	Department					Activity	
Public Safety	Planning and Building					Code Enforcement	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	1,083,034	1,695,979	1,625,839	1,447,700	1,584,200	1,198,100	1,198,100
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	4,964	7,262	6,529	5,000	6,000	5,000	5,000
Special Assessments	1,597	1,153	951	1,000	1,000	1,000	1,000
Miscellaneous	1,300	781	937	-	-	-	-
Total Revenues	\$ 1,090,895	\$ 1,705,175	\$ 1,634,256	\$ 1,453,700	\$ 1,591,200	\$ 1,204,100	\$ 1,204,100
Expenditure Summary:							
Personal Services	\$ 579,415	\$ 605,737	\$ 683,488	\$ 710,019	\$ 719,556	\$ 752,722	\$ 816,229
Contractual Services	45,407	30,817	31,137	62,677	75,248	89,706	91,735
Commodities	20,193	19,719	19,439	27,520	31,238	27,016	28,019
Capital Outlay	-	-	-	42,400	39,000	18,000	21,000
Debt Service	6,855	6,855	3,427	-	-	-	-
Total Expenditures	\$ 651,870	\$ 663,128	\$ 737,491	\$ 842,616	\$ 865,043	\$ 887,445	\$ 956,983
Personnel Summary:							
Building & Zoning Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Combination Inspector III	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Combination Inspector II	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Combination Inspector I	1.00	1.00	2.00	2.00	2.00	2.00	2.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Permit Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Permit Clerk	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Total Full-Time Equivalents	8.00	8.00	9.00	9.00	9.00	9.00	9.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
1/2 Ton 4WD Extended Cab Truck	2	2015	Purchase	\$ 39,000	\$ -	\$ -	
Sedan	1	2016	Purchase	-	18,000	-	
1/2 Ton 4WD Extended Cab Truck	1	2017	Purchase	-	-	21,000	
Total Capital Outlay				\$ 39,000	\$ 18,000	\$ 21,000	

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
CODE ENFORCEMENT		Actual	Actual	Actual	Adopted Budget	2014	FY15 Balance	% Expended	FY2015	FY2016	FY2017
100.1460.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	392,991	429,193	473,380	514,507	139,124	375,383	27.04%	516,743	541,643 *	586,539
OVERTIME WAGES	4102	3,104	6,717	6,899	5,300	1,266	4,034	23.89%	± 7,000	! 7,400	7,800
EARLY RETIREMENT INCENTIVE	4108	-	-	28,706	-	-	-	N/A	-	-	-
LONGEVITY	4109	4,538	6,481	5,807	5,558	1,481	4,077	26.64%	5,538	6,058 *	7,615
FICA	4116	29,644	32,543	35,616	40,189	10,446	29,743	25.99%	40,490	42,466 *	46,049
IPERS	4117	32,331	38,356	43,126	46,914	12,669	34,245	27.00%	47,264	49,571 *	57,366
EMPLOYEE INSURANCE	4120	112,595	88,158	85,594	92,957	25,963	66,994	27.93%	97,859 *	100,678 *	105,700
WORKERS COMPENSATION	4122	4,211	4,290	4,359	4,594	-	4,594	0.00%	± 4,662	4,906 *	5,160
TOTAL PERSONAL SERVICES		579,415	605,737	683,488	710,019	190,949	519,070	26.89%	719,556	752,722	816,229
CONTRACTUAL SERVICES											
LEGAL & RECORDING SERVICES	4212	4,460	9,820	2,280	10,000	285	9,715	2.85%	10,000	10,000	10,000
FINANCIAL SERVICES	4214	-	-	-	-	-	-	N/A	10,000	! 20,000	! 20,000
COMPUTER SERVICES	4215	13,632	-	-	20,000	-	20,000	0.00%	17,000	21,000 *	22,000
PRINTING SERVICES	4221	570	53	614	750	-	750	0.00%	750	750	750
ELECTRONICS RENTALS	4235	-	-	-	-	-	-	N/A	-	-	-
COMMUNICATIONS SERVICES	4244	2,401	2,401	2,697	2,880	776	2,104	26.94%	2,880	2,880	2,880
GENERAL INSURANCE	4251	4,116	4,224	3,842	3,745	-	3,745	0.00%	4,198	! 4,137	! 4,337
DUES, MEMBERSHIPS, & LICENSES	4261	761	1,076	967	1,200	-	1,200	0.00%	1,200	1,200	1,200
TRAINING & EDUCATION	4265	3,845	3,665	3,913	5,000	691	4,309	13.82%	5,000	5,000	5,000
TRAVEL	4266	3,612	3,148	1,115	4,000	907	3,093	22.68%	4,000	4,000	4,000
MEETINGS & FOOD	4269	1,010	1,048	1,297	1,500	-	1,500	0.00%	1,500	1,500	1,500
BUILDING MAINTENANCE SERVICES	4270	1,546	1,063	2,678	4,000	1,377	2,623	34.43%	± 4,000	4,000	4,000
REVOLVING SERVICES	4271	2,632	3,123	8,874	4,602	1,913	2,689	41.56%	± 9,720	! 10,239	! 11,069
VEHICLE & EQUIPMENT SERVICES	4272	1,724	447	2,861	1,000	576	424	57.57%	± 1,000	1,000	1,000
POSTAGE & SHIPPING	4296	-	-	-	-	-	-	N/A	-	-	-
REFUNDS	4297	5,098	750	-	4,000	-	4,000	0.00%	4,000	4,000	4,000
TOTAL CONTRACUTAL SERVICES		45,407	30,817	31,137	62,677	6,524	56,153	10.41%	75,248	89,706	91,735
COMMODITIES											
OFFICE SUPPLIES	4310	238	645	119	750	108	642	14.41%	1,500	! 750	750
PERIODICALS/BOOKS/MANUALS	4315	2,903	1,345	1,532	3,000	-	3,000	0.00%	6,000	! 1,500	1,500
GASOLINE/FUEL	4321	12,532	12,725	10,744	16,000	2,846	13,154	17.79%	14,000	15,000	16,000
MISCELLANEOUS SUPPLIES	4339	-	45	-	100	-	100	0.00%	100	100	100
SAFETY EQUIPMENT	4352	858	585	283	1,200	469	731	39.08%	± 1,200	1,200	1,200
UNIFORMS	4353	944	608	792	1,200	-	1,200	0.00%	1,200	1,200	1,200
MINOR EQUIPMENT	4354	134	885	483	1,000	143	857	14.29%	1,000	1,000	1,000
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	2,584	2,882	5,486	4,270	2,200	2,070	51.51%	± 6,238	! 6,266	! 6,269
TOTAL COMMODITIES		20,193	19,719	19,439	27,520	5,766	21,754	20.95%	31,238	27,016	28,019
CAPITAL OUTLAY											
OFFICE EQUIPMENT	4420	-	-	-	-	-	-	N/A	-	-	-
VEHICLES	4427	-	-	-	42,400	33,484	8,916	78.97%	± 39,000	18,000	21,000
TOTAL CAPITAL OUTLAY		-	-	-	42,400	33,484	8,916	78.97%	39,000	18,000	21,000
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	6,855	6,855	3,427	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		6,855	6,855	3,427	-	-	-	N/A	-	-	-
TOTAL CODE ENFORCEMENT		651,870	663,126	737,491	842,616	236,724	605,892	28.09%	865,043	887,445	956,983

Program:
Community & Economic Development

Department:
Planning and Building

Activity:
Planning and Building

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	9,464	11,644	13,392	6,600	20,100	12,100	12,100
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	237	158	80	100	100	100	100
Total Revenues	\$ 9,701	\$ 11,802	\$ 13,472	\$ 6,700	\$ 20,200	\$ 12,200	\$ 12,200
Expenditure Summary:							
Personal Services	\$ 334,124	\$ 453,862	\$ 502,670	\$ 503,546	\$ 507,556	\$ 529,488	\$ 574,381
Contractual Services	28,947	28,656	27,922	71,092	48,892	48,866	48,976
Commodities	1,028	325	1,703	3,054	2,995	2,996	2,996
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 364,099	\$ 482,843	\$ 532,295	\$ 577,692	\$ 559,443	\$ 581,350	\$ 626,352
Personnel Summary:							
Planning & Building Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Planning Administrator	-	-	1.00	1.00	1.00	1.00	1.00
Associate Planner	2.00	2.00	1.00	1.00	1.00	1.00	1.00
Planner I	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	-	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	4.00	5.00	5.00	5.00	5.00	5.00	5.00
Capital Outlay Summary:							
		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

CITY OF ANKENY EXPENDITURE REPORT

01/10/2015
3:57 PM

		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted Budget	2014	FY15 Balance	% Expended	FY2015	FY2016	FY2017
PLANNING & BUILDING											
100.4887.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	238,576	330,447	368,398	366,860	98,884	267,976	26.95%	366,860	383,561	416,038
OVERTIME WAGES	4102	1,160	3,784	4,230	3,000	931	2,069	31.02%	4,000	4,200	4,500
TEMPORARY WAGES	4103	-	-	-	-	-	-	N/A	-	-	-
EARLY RETIREMENT INCENTIVE	4108	-	-	-	-	-	-	N/A	-	-	-
LONGEVITY	4109	1,731	3,481	3,288	3,000	808	2,192	26.92%	3,000	3,365	4,365
FICA	4116	18,866	25,379	27,568	28,384	7,539	20,845	26.56%	28,319	29,701	32,057
IPERS	4117	19,487	29,280	33,569	33,297	8,986	24,311	26.99%	33,386	34,928	40,494
DEFERRED COMPENSATION	4119	4,000	5,000	5,000	5,000	1,346	3,654	26.92%	5,000	5,000	5,000
EMPLOYEE INSURANCE	4120	45,090	51,238	55,386	58,750	16,559	42,191	28.18%	61,868	63,593	66,769
WORKERS COMPENSATION	4122	415	453	432	455	-	455	0.00%	323	340	358
CAR ALLOWANCE	4133	4,800	4,800	4,800	4,800	1,292	3,508	26.92%	4,800	4,800	4,800
TOTAL PERSONAL SERVICES		334,124	453,862	502,670	503,546	136,344	367,202	27.08%	507,556	529,488	574,381
CONTRACTUAL SERVICES											
ARCHITECTURAL & ENGINEERING	4210	-	-	2,588	10,000	-	10,000	0.00%	10,000	10,000	10,000
LEGAL & RECORDING SERVICES	4212	5,387	7,692	5,595	10,000	14	9,986	0.14%	10,000	10,000	10,000
FINANCIAL SERVICES	4214	-	-	-	20,000	-	20,000	0.00%	-	-	-
COMPUTER SERVICES	4215	772	615	824	900	-	900	0.00%	900	900	900
PRINTING SERVICES	4221	81	47	152	600	-	600	0.00%	600	600	600
ADVERTISING & PUBLICATION	4240	578	959	823	1,200	192	1,008	16.02%	1,200	1,200	1,200
COMMUNICATIONS SERVICES	4244	3,460	2,819	3,175	3,900	903	2,997	23.16%	3,700	3,700	3,700
GENERAL INSURANCE	4251	1,947	2,436	2,621	2,555	-	2,555	0.00%	2,147	2,116	2,218
DUES, MEMBERSHIPS, & LICENSES	4261	2,121	2,191	2,375	2,500	-	2,500	0.00%	2,500	2,500	2,500
TRAINING & EDUCATION	4265	2,955	2,625	1,660	3,500	-	3,500	0.00%	3,500	3,500	3,500
TRAVEL	4266	6,069	3,803	3,338	5,500	-	5,500	0.00%	5,500	5,500	5,500
MEETINGS & FOOD	4269	294	131	274	750	-	750	0.00%	750	750	750
REVOLVING SERVICES	4271	555	336	87	387	-	387	0.00%	95	100	108
VEHICLE & EQUIPMENT SERVICES	4272	8	-	-	100	238	(138)	238.00%	300	300	300
ELECTRONICS SERVICES	4273	870	1,202	1,189	2,000	102	1,898	5.10%	1,500	1,500	1,500
POSTAGE & SHIPPING	4296	3,800	3,800	3,197	7,100	-	7,100	0.00%	6,100	6,100	6,100
REFUNDS	4297	50	-	25	100	-	100	0.00%	100	100	100
TOTAL CONTRACUTAL SERVICES		28,947	28,656	27,922	71,092	1,450	69,643	2.04%	48,892	48,866	48,976
COMMODITIES											
OFFICE SUPPLIES	4310	528	77	1,440	1,000	321	679	32.10%	1,000	1,000	1,000
PERIODICALS/BOOKS/MANUALS	4315	-	-	-	200	-	200	0.00%	200	200	200
GASOLINE/FUEL	4321	208	166	192	500	117	383	23.50%	500	500	500
MISCELLANEOUS SUPPLIES	4339	109	-	32	250	-	250	0.00%	250	250	250
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	184	82	40	1,104	-	1,104	0.00%	1,045	1,046	1,046
TOTAL COMMODITIES		1,028	325	1,703	3,054	438	2,616	14.36%	2,995	2,996	2,996
CAPITAL OUTLAY											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL PLANNING & BUILDING		364,099	482,843	532,296	577,692	138,232	439,460	23.93%	559,443	581,350	626,352

Budget Memorandum FY16 and FY17

To: David Jones, Paul Moritz, Jennifer Sease, Annette Graeve

Date: 11/26/2014

Re: Budget Submittal

Summary

The MIS FY15 revised budget for Contractual Services, Commodities, and Capital Outlay is projected to decrease from the original adopted budget by about 0.8% due to continuous efforts to find cost savings. Several base items were renegotiated or changed this year to lower costs and maintain or improve service. Some individual purchase items were realized at slightly lower costs than projected from last year.

FY16 base Contractual Services is proposed to be 0.3% higher than was projected last year, without the supplemental requests. Contractual Services will increase some in the FY17 projection.

Due to the cyclical nature of software purchases which fall within Office Supplies in the Commodities group, the year to year fluctuations can be large. FY14 was higher than normal due to the purchase of new Microsoft Office Suite licenses. FY15 revised should end up about 1.7% less than it was proposed last year and 52.4% less than last year's actual caused by Office. If none of the supplemental requests are approved for FY16, the Commodities group proposal for FY16 would be 2.0% less than this year. The supplemental requests focus on software tools that will make use more efficient without having to hire more personnel.

Like FY15, the FY16 Capital Outlay proposal includes multiple supplemental requests to replace aging, existing equipment – the network switches, the phone system and copier/printers. Most of it is equipment well beyond the recommended lifespan for the type of equipment it is. Like so many things in our technology inventory, these are cyclic purchases and are large spending spikes but if viewed over their lifespan the annual costs are reasonable.

Lean budgeting makes it likely that unexpected technology needs (emergency repairs) could pop the adopted budget bubble. The Minor Equipment line item has been static for several years with a minor adjustment up this past year. This year MIS has created some new, replacement equipment reports from our inventory database to justify the requested base budgeting in Minor Equipment. With the budget condition and directives, MIS will operate in a maintenance mode again this year. Some new initiatives will be attempted if they are approved in the budget as I've submitted it.

Long Term Goals

MIS will continue to optimize hardware usage and contain expenditures. Servers are being consolidated wherever possible and have been virtualized on most of our host systems. This reduces our hardware expenditures and energy usage. Software options are investigated to reduce licensing costs when possible and changed as allowed. Remote support is utilized to reduce unnecessary travel and time in transit. Automating software and system setup and

Budget Memorandum FY16 and FY17

configuration is utilized as much as possible to reduce labor. An example of this was our change from Symantec Backup Exec to Veeam Backup this past year.

Computer costs are evaluated annually to find best options. Monitors and optional components for the workstation are used to the breaking point and replaced when they wear out. CPU replacements have been extended from a 36 month cycle to up to 60 months on some to maximize utilization against costs. At that lifespan, support costs can overwhelm the hardware savings. Industry recommendation is that the cost-benefit break-even point for CPU lifespan is about 42 months age, depending on the type of usage the computer gets, at which point the labor spent maintaining old computers is better spent replacing them.

Reduction in printing costs by being more “paperless” and trying to print less is being somewhat offset by the increasing ratio of color printing to B&W. We are printing less but more of what we are printing is at the more expensive color rate. Through attrition, some personal printers are not being replaced and we have reduced our rate of printing on more expensive personal printers versus the network **Multi-Function Printer (MFP)**/copiers we have under fixed contract. An example of this is the supplemental request to replace the 75 page per minute heavy duty B&W copier at City Hall this next year with a 55 page per minute medium duty copier. Several years ago this copier was averaging 26,000 images per month and today is averaging about 13,000 ipm, resulting in us not needing to buy as big or as expensive of a model to replace it with.

Fiber optic connections need to be built up and rebuilt to meet our needs and expansions. The goal is redundancy and reliability. Some of our original cable is at capacity and needs replacing or supplanting. Continued growth and new buildings push the build out and redirection of the fiber loop. Last year’s request to install a new line between Otter Creek Clubhouse and the Driving Range Building is complete. However, it is not live on our network yet due to the need for replacement network switches – a project which is starting this year and hopefully finishing next year. Supplemental requests to improve some existing fiber by fusion splicing it will improve transmission. The switch network project we are starting this year requires a new fiber path between City Hall and Police which will max out the capacity along one segment of our fiber backbone until fixes/replacements/upgrades are authorized in the future. A future CIP request is represented by a supplemental to create a redundant fiber pathway to the PCSO from the south side of Ankeny.

Server and application redundancy and fail-over are being planned, procured, and deployed. We will have two good locations, in Police and the new municipal building, to install data centers that will mirror and complement each other. Until then, we will do our best using the current City Hall as one location instead. The goal is to make many of our critical systems duplicate so we can absorb a single point of failure and be able to more easily perform routine maintenance without disruption of operations. We now have three primary Hyper-V server host computers that run virtual servers within them. This allows us to move servers across the two hosts transparently to users and maintain them in an “up” state. The completion of our network switch

Budget Memorandum FY16 and FY17

project will allow us to implement the dual data center location plan envisioned at City Hall and Police.

Improved communication is another long term action plan. A unified communications server, Microsoft Lync, installed July, 2013 was the first step to enhance our current email and phone services and better integrate them. Upgrading to Lync Enterprise licensing will come on the heels of a new phone system. The supplemental to upgrade and replace the VoIP phone system is a precursor to this improved communication goal. Our website is finally moving to Vision Internet's SaaS Vision Live Content Management Tool this January 2015 and will greatly improve our staff's control and creative ability with website content. That move saves us about \$10,000 per year compared to what we were spending on average. Novus Agenda has updated our installed paperless agenda software version this year, under support maintenance, to give us new electronic voting capabilities and improve the agenda templates and item entry for meetings. MIS will work with the Clerk's Office to finalize the agenda and minutes formatting templates so we can begin using this and do away with the mechanical voting buttons in the council chamber. In addition, a request for integrated live streaming video as a service from Novus is proposed, should the council decide to fund it. This would provide greater citizen access to meetings and could possibly negate the need for ever bigger meeting facilities as the population grows by allowing remote home viewing. MIS will work with Parks & Rec this year to open public self-service facility scheduling with Community and Adult Education through rSchoolToday, baring changes in the facility scheduling sharing agreement we have today with the Ankeny Community Schools. New software, Exclaimer Signature, to revise our email signature line with better graphic and marketing capabilities will finally be launched this winter. It allows easier template changes and more frequent topical information edits to use it as a marketing tool.

Overhaul and replacement of our voice and data infrastructure is needed. Supplemental requests to finish our network switch project and begin changing the VoIP phone system are submitted for the next year and following year. The long term goal is to prevent catastrophic failure that impacts our service operation and causes staff to lose function on their voice and data resources. Without routine upgrades and replacements of phone and switches, we run an increasing risk of downtime as each piece of equipment ages and we operate it beyond its normal lifespan.

Personal Services

The position of Network Management Specialist was created in July 2009 as a needed step up from the entry level position of MIS Technician, which itself was created in July 2000. NMS I and II have been segmented out of this and NMS III is proposed. The position of GIS Coordinator was created in August 2001 and has not been changed since then. Given the City of Ankeny has a track record of longevity in its employees; there is a need to re-evaluate the position classifications, specifically GIS Coordinator, now and not wait for an employee turnover to assess the position. It takes intelligent and skilled individuals to administer and understand our complex network and the various software platforms. Years of experience, on-the-job

Budget Memorandum FY16 and FY17

training, and technical classes enhance the employee's understanding and ability to run our operation efficiently and well.

I am again proposing the creation of MIS Network Management Specialist III classification – in addition to the already reclassified MIS NMS I, and MIS NMS II positions – as well as reclassifying the GIS Coordinator. For NMS, this would be similar to what already exists for Inspectors, Planners, Operators, Engineers, etc. These specific classifications are listed in the Budget Request – Personnel forms I have submitted.

Our GIS Coordinator could be a Technician, Coordinator, Analyst, or Manager title. Our employee does all things that all those positions do because it is a one-man-band at the City of Ankeny. What needs to be done is assessing whether we are providing the benefits in line with the duties of the position. Our GIS Coordinator is highly skilled in what he does and the knowledge he has of our operations. The promotion would be based upon increasing responsibility, education, experience, training and certifications achieved advancing his knowledge of our operations.

The HR Office is currently doing a study of this position. For qualification and comparison, I reviewed reports from the National Bureau of Labor Statistics and Occupation showing the mean wage of GIS type occupations are higher (both nationally and in Iowa) than our classification. Ankeny's own past studies conclude similar results, that entry and median salaries at Ankeny are low for many positions. Our GIS Coordinator's skills and qualifications are strong. Our GIS Coordinator has been a certified trainer for ESRI software, able to teach their coursework. The GIS Coordinator position should be reclassified commensurate with the duties and responsibilities being performed.

Travel and Training

Travel and Training has gone down a little in FY15 revised. This is mainly due to a one-time reduction in conference travel costs due to membership on the NAGW Board of Directors and that cost being subsidized. It is incidentally due to less local mileage because MIS is performing more support using remote/virtual access. The amount of technical training required by MIS staff is not reduced, but we are making what we do more cost effective. Through online course offerings we are able to increase training opportunities to attempt to keep pace with ever changing needs while keeping costs static. Conference and course events are being kept regional and in many cases free, except for local mileage and occasional meal costs. GIS training has been accomplished through local seminars in the near past but a paid training session is anticipated in the future.

Line Item Highlights

Routine overtime in .4102 is available to non-exempt MIS staff and they have been allowed to choose payment of OT hours versus banking as CT – up to a point. It is managed to remain at or below the budget allocation. Limiting paid OT results in increased time off as they use up the built up CT. This creates a circular cause and effect – the work is there needing to be done,

Budget Memorandum FY16 and FY17

hence the overtime is occurring. If overtime is banked and given back as CT, staff aren't available to work and tasks get behind again resulting in more overtime for necessities to be done. OT and CT are an indicator of the work load and may justify increased staffing in the future. Currently, MIS is limiting OT and CT to the equivalent of a month or two of a paid position per year and just not getting work done as quickly as we could with more staff.

In Computer Services (.4215), savings will be realized in reduced website costs to Vision Internet by changing to a SaaS support and hosting model with our upgrade this year. Maintenance for InCode/InVision software is increasing at a 5% per year rate. It continues to exceed the CPI and may cause us to investigate and evaluate alternate vendors in the coming year(s). There are multiple new requests in services to continue to make us more efficient and allow us to continue operating with the same number of staff positions.

Communication Services, .4244, was itemized for clarity this year but otherwise is little changed from last year. It could increase if the requested internet bandwidth is approved and costing could be shifted wholly to MIS. A cell phone stipend is added for the GIS position.

The .4310 line item used for software licensing fluctuates with the periodic nature of upgrading licenses. It is down this year. It will come back to be average or up in future years.

Copier/Printer Supplies (.4311) remains static. This represents our remaining inventory of personal lasers and inkjets. Until we rid ourselves of them, we keep spending this money. The wide format plotter in Engineering continues to consume costly ink to operate but our only alternative is to use it less.

The Minor Equipment base budget (.4354) was static at \$122,000 for multiple years. This was especially a problem in FY14. MIS negotiates cost reductions in everything which has so far allowed us to pay for unexpected repairs and unplanned purchases without exceeding the overall adopted general fund .4889 activity each fiscal year. However, purchases in minor equipment have exceeded the budgeted amount of that line item the past five years. In FY10 the expenditures exceeded the adopted budget by over \$21,000. In FY11 the expenditures exceeded the adopted budget by over \$12,000. In FY12 the expenditures exceeded the adopted budget by nearly \$24,000. In FY13 the expenditures exceeded the adopted budget by over \$37,000. In FY14 we had to stop buying in March because we exceeded this item by over \$36,000 again and the overall .4889 bottom line couldn't absorb the excess. This indicates the need to adjust minor equipment, .4354, to more closely reflect actual spending. As we have grown in past years, we have increased equipment inventory, we have expanded applications and we have added functions. We have failed to account for the replacement of that growing inventory in future years as reflected in the base budget of minor equipment because it isn't itemized. Every other line item has been adjusted for growth over the years. Because minor equipment has been allowed to contain a lump sum budget with a variety of individual, un-itemized expenditures in it, it has incorrectly been held at the same basic flat line since 2009, only adjusting for specific supplemental requests. I have begun a new inventory report that shows anticipated replacement

Budget Memorandum FY16 and FY17

expenditures for each fiscal year. This is the basis for my base budget adjustments in the FY16 and FY17 columns even though there isn't room on the budget spreadsheet for every line item purchase.

The Office Equipment (.4420) purchasing plan for MFPs (copiers) has been revised based on budget restrictions from a five year depreciation life span to something longer. We have 21 MFPs and replacing one per year isn't a fast enough cycle to account for wear-out or age-out of parts availability. We should replace at least four per year. Account .4420 also include the continued request to finish funding the network switch replacement and the new request to fund the phone system replacement. Both are periodic high dollar costs that need to occur every 8-10 years.

New Supplemental Items

Fiber optic repairs are requested to fuse some current patched points back into continuous strands to lower the signal loss between buildings. New fiber routes are proposed also for future CIPs to make more redundant pathways.

Streaming video and audio is offered again for consideration. The recommended solution is a service instead of self-hosted. This shifts the burden from already stretched Ankeny staffing to an external paid service. We used to transmit a public access channel but dropped it due to staffing and audience penetration. Streaming live audio/video from meetings on the Internet is an alternative step in open communication and a way the majority of citizens are connected, versus cable TV.

The MFPs (copiers) are in the FY16 and FY17 budget proposal but only minimal maintenance replacements due to the budget limitations. Of note, however, is the rate of replacement we are falling into. Replacing only one machine per year is putting us behind. This is like a balloon mortgage. At some future year, a number of machines we have been putting off replacing will all end up breaking at once and we'll either be without their service or forced into an emergency expenditure.

A new Internet bandwidth load balancing appliance is proposed next year specifically for the Kirkendall patron network and public access points in various buildings. Some patron usage behavior has been the cause of poor overall service for everyone in the public portion of our network. To continue fair access for all we should install this new appliance to limit some types of usage and allow everyone equal access.

Our VoIP phone system has aged out. It is time to begin the overhaul or replacement of it. The supplemental request to replace this is due to its age, its higher than the alternatives maintenance costs, frequency of phone breakage with time wasted replacing those failed phones, and the enhanced features we would gain with newer generation systems.

Budget Memorandum FY16 and FY17

Our network switches are also aged out and we've begun the project to replace them all. The remainder of the project cost is in this year's supplemental request. They have all reached or exceeded the standard lifespan. If they fail, we are down. Finishing this project with the remaining money request is vital.

Additional backup device LTO6 tapes are requested. This is simply for growth in our storage capacity. The more we create and store, the larger the backup grows and it no longer fits on the number or size of tapes we started with.

A Mediacom and CenturyLink internet bandwidth increase is requested. This will grow our capacity to accommodate the increasing content consumed by our staff to perform services, deliver and consume information in an efficient manner. MIS has also fielded requests from several departments to allow access to our wired network for outside meetings, classes, vendors, and public access. We can't allow access into our staff domain for security reasons. Instead, we provide secure wireless public access to the internet. However, the bandwidth is restricted so as to not impact staff's need for internet bandwidth. Increasing the bandwidth subscription would allow us to increase the public allocation as well as the staff allocation.

PublicStuff Pro is a customer request management application to log, track, and respond to citizen requests for service. Things like pothole complaints, code violations, requests for service, etc. The Pro version gives us unlimited widgets in a phone app, enhanced branding capabilities, dedicated account manager, customized support phone number and a few other features. The Communications Office desired the Pro feature set above and beyond the standard features.

SiteImprove is a unique online service to keep our website clean and compliant. It checks our website for the mundane like spelling errors and the complex, like WC3 and section 508 accessibility compliance and broken hyperlinks. It automates an otherwise manual and human error prone task of keeping the website content correct. It helps maintain a high level website which we desire without having to hire more staff to do that same job in a manual way.

Replacing the Sonicwall firewalls every few years is a necessity for our domain security. They provide the blockade against intrusion and malicious destruction of our information resources. Upgrading them keeps them current with ever changing threats.

Replacing the Trimble GPS unit maintained by MIS is due. This is a periodic item and is needed because multiple departments and staff use it for routine locating and plotting around the city.

Conclusion

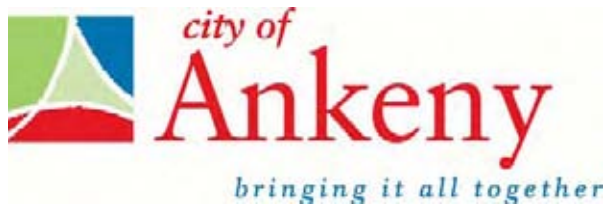
MIS will continue to support the operations of the whole within the authorized appropriations. When we have less we make do or do less, and when we have more we do more.

Program: General Government		Department: Information Systems				Activity: Information Systems	
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	153,265	163,038	179,999	192,995	200,654	229,453	207,652
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,828	1,768	1,759	3,000	1,000	1,000	1,000
Total Revenues	\$ 155,093	\$ 164,806	\$ 181,758	\$ 195,995	\$ 201,654	\$ 230,453	\$ 208,652
Expenditure Summary:							
Personal Services	\$ 323,873	\$ 344,492	\$ 367,996	\$ 390,279	\$ 391,840	\$ 412,211	\$ 451,069
Contractual Services	123,696	113,920	101,024	121,511	129,386	135,718	140,829
Commodities	149,479	159,895	229,581	173,890	191,890	232,184	163,909
Capital Outlay	8,927	33,847	10,241	51,000	54,200	102,500	39,500
Debt Service	7,087	-	11,153	35,300	35,300	35,300	35,300
Total Expenditures	\$ 613,062	\$ 652,154	\$ 719,995	\$ 771,980	\$ 802,616	\$ 917,913	\$ 830,607
Personnel Summary:							
MIS Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Network Management Specialist II	-	1.00	2.00	2.00	2.00	-	-
Network Management Specialist I	2.00	1.00	-	-	-	-	-
Network Management Specialist	-	-	-	-	-	2.00	2.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Capital Outlay Summary:							
	Quantity	Schedule	Purchase/	2014-15		2015-16	2016-17
		Year	Reserve	Revised		Budget	Projected
Building Permit Software	1	2014	Reserve	\$ 35,300	\$ 35,300	\$ 35,300	\$ 35,300
Multi-Function Copy Machine - PSB & Fire	2	2015	Purchase	14,200	-	-	-
Network Switches	Various	2015/2016	Purchase	40,000	95,000	-	-
Multi-Function Copy Machine - PSB	1	2016	Purchase	-	7,500	-	-
Multi-Function Copy Machine - City Hall	1	2017	Purchase	-	-	-	9,500
VoIP Phone System	Various	2017	Purchase	-	-	-	30,000
Total Capital Outlay				\$ 89,500	\$ 137,800	\$ 74,800	

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
INFORMATION SYSTEMS											
100.4889.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	237,364	258,279	275,409	291,419	78,459	212,960	26.92%	291,419	307,018 *	336,070
OVERTIME WAGES	4102	5,111	4,323	5,085	5,000	48	4,952	0.96%	± 5,000	5,000	5,000
LONGEVITY	4109	2,269	3,000	3,308	3,500	942	2,558	26.91%	3,500	3,500	4,327
FICA	4116	18,148	19,759	21,293	23,251	5,993	17,258	25.78%	23,251	24,520 *	26,806
IPERS	4117	19,751	23,027	25,344	26,814	7,095	19,719	26.46%	26,784	28,176 *	32,917
DEFERRED COMPENSATION	4119	1,000	2,000	3,000	4,000	1,077	2,923	26.93%	4,000	5,000 !	5,000
EMPLOYEE INSURANCE	4120	39,844	33,738	34,223	35,942	10,115	25,827	28.14%	37,621 *	38,718 *	40,655
WORKERS COMPENSATION	4122	385	365	335	353	-	353	0.00%	± 265	279	294
TOTAL PERSONAL SERVICES		323,872	344,491	367,997	390,279	103,729	286,550	26.58%	391,840	412,211 *	451,069
CONTRACTUAL SERVICES											
COMPUTER SERVICES	4215	110,221	100,349	89,135	107,050	14,276	92,774	13.34%	± 116,430 *	115,912 *	118,908
EQUIPMENT & VEHICLE RENTALS	4239	-	-	-	-	-	-	N/A	-	-	-
COMMUNICATIONS SERVICES	4244	6,964	7,620	7,757	7,261	1,707	5,554	23.51%	± 7,256	14,106 !	14,721
DUES, MEMBERSHIPS, & LICENSES	4261	75	100	100	100	-	100	0.00%	± 100	100	100
TRAINING & EDUCATION	4265	4,212	3,712	2,673	4,500	-	4,500	0.00%	± 4,000	4,000	4,500
TRAVEL	4266	2,208	2,119	1,359	2,500	294	2,206	11.76%	± 1,500	1,500	2,500
ELECTRONICS SERVICES	4273	-	-	-	-	-	-	N/A	-	-	-
POSTAGE & SHIPPING	4296	16	20	-	100	-	100	0.00%	± 100	100	100
TOTAL CONTRACUTAL SERVICES		123,696	113,920	101,024	121,511	16,277	105,234	13.40%	129,386 *	135,718 !	140,829
COMMODITIES											
OFFICE SUPPLIES	4310	22,498	22,586	88,068	31,390	14,682	16,708	46.77%	± 49,390 !	18,684	15,509
COPIER/PRINTING SUPPLIES	4311	3,129	4,779	1,117	4,000	-	4,000	0.00%	± 4,000	4,000	4,000
PERIODICALS/BOOKS/MANUALS	4315	269	309	74	500	-	500	0.00%	± 500	500	500
MISCELLANEOUS SUPPLIES	4339	31	6	-	-	-	-	N/A	-	-	-
MINOR EQUIPMENT	4354	123,552	132,215	140,322	138,000	19,963	118,037	14.47%	± 138,000	209,000 !	143,900
ELECTRONICS MAINT SUPPLIES	4383	-	-	-	-	-	-	N/A	-	-	-
TOTAL COMMODITIES		149,479	159,895	229,581	173,890	34,645	139,245	19.92%	191,890 !	232,184 !	163,909
CAPITAL OUTLAY											
OFFICE EQUIPMENT	4420	8,927	33,847	10,241	51,000	14,192	36,808	27.83%	54,200 *	102,500 !	39,500
OTHER CAPITAL IMPROVEMENTS	4459	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		8,927	33,847	10,241	51,000	14,192	36,808	27.83%	54,200 *	102,500 !	39,500
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	7,087	-	11,153	35,300	-	35,300	0.00%	± 35,300	35,300	35,300
TOTAL DEBT SERVICE		7,087	-	11,153	35,300	-	35,300	0.00%	35,300	35,300	35,300
TOTAL INFORMATION SYSTEMS		613,061	652,153	719,996	771,980	168,843	603,137	21.87%	802,616 *	917,913 !	830,607



MEMORANDUM

To: David Jones, City Manager

From: Tina Potthoff, Communications Manager

CC: Paul Moritz, Assistant City Manager
Jennifer Sease, Administrative Services Director

Re: FY 2016 Budget

Introduction

Since my hiring in late April 2014, the Communications Dept. has revamped a number of practices and outreach efforts in order to increase communications to our internal stakeholders (City employees, City Council) and external stakeholders (residents, businesses, media outlets and other civic leaders).

Over the past several months, the Communications Dept. has worked to reestablish positive relationships with various City departments and has significantly increased information sharing among employees while in return working with the media to deliver first-class stories about the City of Ankeny and what the community has to offer. The communication strategies and tactics implemented in 2014 will continue to make Ankeny an attractive place to live and work while positioning Ankeny as a growing community with a small town feel.

It's important to outline those efforts that have made the City successful in FY 2015. To follow are several examples:

- Launched a new City of Ankeny website, which had been stalled for three years, after conducting several focus groups and surveys of Ankeny residents and businesses.
- Eliminated the need for a \$15,800 news clipping contract with Vocus; implemented a cost-savings initiative by creating an in-house system to distribute news releases and provide daily media clips reports on an ongoing basis at no additional cost.
- Implemented a cost-savings initiative by eliminating the need for a \$6,500 MindMixer social media engagement service.
- Continued successful management of social media while increasing citizen engagement and the number of followers the City has on all of its accounts.
- Successfully handled several reputation management crises encountered by the City.
- Participated in the City's 2014 SummerFest committee and organized and staffed a City booth for the first time in several years.

- Assisted Parks & Recreation in promotions leading to record-breaking numbers in various activities in 2014.
- Worked with media to provide the City of Ankeny with a front-page story outlining the successes of the City and why Ankeny was growing at a population rate faster than any other community in Iowa.
- Drastically minimized the number of complaints on the City's winter weather response efforts.
- Implemented an internal employee newsletter, Ankeny Extra, at no additional cost.

FY 2016 Initiatives

The Communications Department will continue to work toward accomplishing the goals set by the City Council. As the next fiscal year approaches, it is imperative to incorporate the feedback of Ankeny's citizens into the information we provide and the way in which it is communicated. It's also imperative that the City continues to build relationships with the media, its employees and numerous other stakeholders to ensure people are knowledgeable of the amazing efforts that are occurring within and by the City. Along with continuing communications tactics that have proven successful, the department will use resources allocated in FY 2016 to survey and push out additional content to 1) increase information awareness among all stakeholder groups; 2) build Ankeny pride among residents; 3) minimize complaints and concerns; and 4) help attract new development and redevelopment opportunities in the City.

FY 2016 Budget


Overall, the proposed FY 2016 budget for Communications will be approximately the same as FY 2015 if the following changes are approved.

Eliminations from FY 2016 budget when compared to FY 2015:

- \$2,700 deduction from \$3,700 to \$1,000 in the Overtime Wages line item
- \$15,800 deduction for Vocus contract in Consulting & Management line item
- \$6,500 deduction for MindMixer Citizen Engagement Software in Computer Services line item
- \$2,400 deduction for printing of City maps in Printing Services line item
- \$14,000 deduction for the Citizen survey in Special Programs/Events-Services line item, since this activity is conducted every two years

Additions to FY 2016 budget when compared to FY 2015:

- A personnel request for a title change and job reclassification for the web communications specialist position
- \$4,000 request in the Consulting & Management line item for seasonal background skins for the new City of Ankeny website; this would be a one-time fee – not recurring
- \$6,500 request for Interpersonal Frequency – Voice of Citizen website surveying tool
- \$8,000 request in the Printing Services line item; specifically for the distribution of two City of Ankeny hard copy newsletters to all City residents each fiscal year

- 
- \$8,000 request in the Postage & Shipping line item; specifically for the distribution of two City of Ankeny hard copy newsletters to all City residents each fiscal year

Personally, I look forward to building on the success of existing programs and initiatives. The Communications Dept. is already positioning the City to have another successful year in FY 2016 in the media and among its stakeholders as we work to build and protect the reputation of and messaging from the City. If there are any questions regarding the Communications Dept.'s FY 2016 budget requests, please contact me at 515-975-9211 or tpotthoff@ankenyiowa.gov.



Program		Department				Activity	
Health & Social Services		City Manager				Communications	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	496	-	-	-	-	-	-
Total Revenues	\$ 496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 241,196	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	41,013	-	-	-	-	-	-
Commodities	4,946	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 287,155	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Personnel Summary:							
Public Relations Officer	1.00	-	-	-	-	-	-
Public Relations Specialist	1.00	-	-	-	-	-	-
Web Communications Specialist	1.00	-	-	-	-	-	-
Total Full-Time Equivalents	3.00	-	-	-	-	-	-
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Program	Department					Activity		
General Government	City Manager					Communications		
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected	
Revenue Summary:								
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-	-
Miscellaneous	-	200	321	200	200	-	-	-
Total Revenues	\$ -	\$ 200	\$ 321	\$ 200	\$ 200	\$ -	\$ -	\$ -
Expenditure Summary:								
Personal Services	\$ -	\$ 207,084	\$ 237,538	\$ 184,516	\$ 182,952	\$ 195,266	\$ 216,103	\$ 216,103
Contractual Services	-	35,091	16,439	61,185	44,935	38,485	54,485	54,485
Commodities	-	1,231	256	3,000	6,500	6,500	6,500	6,500
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ 243,406	\$ 254,233	\$ 248,701	\$ 234,387	\$ 240,251	\$ 277,088	\$ 277,088
Personnel Summary:								
Communications Officer	-	1.00	-	-	-	-	-	-
Communications Manager	-	-	1.00	1.00	1.00	1.00	1.00	1.00
Communications Specialist	-	-	-	-	-	1.00	1.00	1.00
Web Communications Specialist	-	1.00	1.00	1.00	1.00	-	-	-
Total Full-Time Equivalents	-	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
None		-	-	-	\$ -	\$ -	\$ -	
Total Capital Outlay					\$ -	\$ -	\$ -	

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
COMMUNICATIONS		Actual	Actual	Actual	Adopted Budget	2014	FY15 Balance	% Expended	FY2015	FY2016	FY2017
100.2335.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	165,512	145,220	125,786	130,101	35,027	95,074	26.92%	130,101	139,338 *	154,972
OVERTIME WAGES	4102	2,322	3,817	2,415	3,700	-	3,700	0.00%	± 1,000	1,100	1,200
EARLY RETIREMENT INCENTIVE	4108	-	-	61,833	-	-	-	N/A	-	-	-
LONGEVITY	4109	2,500	2,500	1,346	39	-	39	0.00%	± 19	500 !	500
FICA	4116	13,106	11,828	10,168	10,239	2,618	7,621	25.57%	10,031	10,782 *	11,985
IPERS	4117	13,746	13,138	10,044	11,951	3,128	8,823	26.17%	11,709	12,585 *	14,931
DEFERRED COMPENSATION	4119	5,000	5,000	5,000	-	-	-	N/A	-	-	-
EMPLOYEE INSURANCE	4120	38,739	25,314	20,751	28,279	8,045	20,234	28.45%	29,905 *	30,765 *	32,308
WORKERS COMPENSATION	4122	272	265	196	207	-	207	0.00%	± 187	196	207
TOTAL PERSONAL SERVICES		241,196	207,084	237,538	184,516	48,818	135,698	26.46%	182,952	195,266	216,103
CONTRACTUAL SERVICES											
CONSULTING & MANAGEMENT	4211	15,734	20,133	8,013	27,800	3,510	24,290	12.62%	12,000	12,000	12,000
LEGAL & RECORDING SERVICES	4212	-	-	-	-	180	(180)	N/A	1,000 !	1,000 !	1,000
COMPUTER SERVICES	4215	-	-	-	6,500	-	6,500	0.00%	450	-	-
PHOTOGRAPHY & VIDEO SERVICES	4220	930	721	49	1,000	-	1,000	0.00%	1,000	5,000 !	1,000
PRINTING SERVICES	4221	3,797	309	2,670	2,400	-	2,400	0.00%	1,000	4,000 !	4,000
ADVERTISING & PUBLICATION	4240	1,152	374	176	1,200	163	1,037	13.62%	1,200	1,200	1,200
COMMUNICATIONS SERVICES	4244	960	960	813	960	259	701	26.94%	960	960	960
DUES, MEMBERSHIPS, & LICENSES	4261	1,644	1,130	390	1,625	10	1,615	0.61%	1,625	1,625	1,625
TRAINING & EDUCATION	4265	728	675	-	2,300	-	2,300	0.00%	2,300	2,300	2,300
TRAVEL	4266	1,325	984	327	2,400	50	2,350	2.08%	2,400	2,400	2,400
MEETINGS & FOOD	4269	-	-	-	-	241	(241)	N/A	1,000 !	1,000 !	1,000
SPECIALS PROGRAMS/EVENTS-SERVICES	4292	11,700	9,804	4,000	15,000	2,909	12,091	19.40%	20,000 !	3,000	23,000
POSTAGE & SHIPPING	4296	3,043	-	-	-	-	-	N/A	-	4,000 !	4,000
TOTAL CONTRACUTAL SERVICES		41,013	35,091	16,439	61,185	7,322	53,863	11.97%	44,935	38,485	54,485
COMMODITIES											
OFFICE SUPPLIES	4310	729	1,231	256	1,000	-	1,000	0.00%	1,000	1,000	1,000
MISCELLANEOUS SUPPLIES	4339	2,953	-	-	-	-	-	N/A	1,000 !	1,000 !	1,000
SPECIALS PROGRAMS/EVENTS-SUPPLIES	4343	-	-	-	500	1,059	(559)	211.89%	± 3,000 !	3,000 !	3,000
MINOR EQUIPMENT	4354	1,264	-	-	1,500	566	934	37.74%	± 1,500	1,500	1,500
MERCHANDISE FOR RESALE	4371	-	-	-	-	-	-	N/A	-	-	-
TOTAL COMMODITIES		4,946	1,231	256	3,000	1,626	1,375	54.18%	6,500	6,500	6,500
CAPITAL OUTLAY											
OFFICE EQUIPMENT	4420	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL COMMUNICATIONS		287,155	243,406	254,232	248,701	57,766	190,935	23.23%	234,387	240,251	277,088

MEMORANDUM

Date: December 1, 2014

To: David Jones, City Manager

From: Derek Lord, Economic Development Director

CC: Paul Moritz, Assistant City Manager
Jennifer Sease, Administrative Services Director

Re: FY 2016 Budget

Introduction

Following a year of complete turnover of staff, the Economic Development Department has reestablished its presence in the community and has built strong relationships with business leaders that have led to new development, created future opportunities for growth and continued to move forward longer term initiatives. Below is a sampling of FY15 activities:

- Staff brought forward two development agreements and assisted the same companies secure assistance from IEDA for projects totaling \$15.5 million of new investment and the creation of 45 jobs;
- created and implemented a new business retention model that has touched 25 businesses in just the last four months, half of which have never been visited by the City, and nine of those visits required follow up action and five expansion/relocation projects were identified;
- helped move forward the goals of the five committees of the AEDC/Chamber/ City Economic Development Collaboration;
- secured grant funding for, and helped coordinate, the 2014 Ankeny Leadership Institute and Teacher Internship Program;
- secured grant funding from IEDA and is leading the effort to identify energy efficiency opportunities within City facilities;
- helped sell the benefits of Ankeny and work through logistics with two groups who will hold bicycle rides in Uptown, bringing more the 2,000 visitors to the City who will book 900 hotel room nights; and
- continued to reach out to Ankeny businesses and property owners, respond to inquiries from new and existing businesses, and proactively market the community to potential investors.

FY 2016 Initiatives

The Economic Development Department will continue to work towards accomplishing the goals assigned to the City Council's seven key economic development strategies listed below:

1. Existing Business Relationships
2. External Marketing Program/ New Business Development
3. Partnership Building
4. Preparing Development Options
5. Financial Assistance and Infrastructure Extensions
6. Workforce Development
7. Assemble Useful Information

Along with continuing economic development activities that have proven successful, the department will use resources allocated in FY 2016 to research and identify new development and redevelopment opportunities in the City, continue to increase and improve business retention and expansion efforts, work with partner organizations on the Economic Development Collaboration, boost proactive business recruitment efforts through more strategic marketing and outreach, use the Retail Trade Analysis data to market the city to local, regional and national businesses and developers, and evaluate and propose programs and initiatives to help the City Council accomplish its goal of making Ankeny a regional business center.

FY 2016 Budget

The proposed FY 2016 contractual services budget is significantly less than in FY15 due to the supplemental provided for the Retail Trade Analysis. The only other non-personnel related changes include:

- \$300 decrease for Postage & Shipping
- \$7,000 shift from Legal & Recording Services to Advertising & Publication
- \$3,000 shift from Computer Services to Advertising & Publication

The additional \$10,000 for advertising will be used for a strategic advertising campaign to enhance Ankeny's image as a regional business center and target business leaders who are considering expanding or relocating in Central Iowa.

Thank you for the opportunity to submit this budget. I look forward to building on the success of existing programs and initiatives, continuing to provide service to existing and prospective businesses and developing new strategies to attract new businesses and investment to Ankeny. With a solid pipeline of projects, it appears FY16 will be another successful year and continue to grow Ankeny's presence as regional business center. If there are any questions or requests to discuss anything presented in this FY 2016 budget, please contact me at 515.965.6430 or dlord@ankenyiowa.gov.

Program: Community & Economic Development		Department: Economic Development		Activity: Economic Development			
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,330	528	-	-	-	-	-
Total Revenues	\$ 1,330	\$ 528	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 185,753	\$ 174,908	\$ 165,189	\$ 222,046	\$ 228,097	\$ 241,983	\$ 258,393
Contractual Services	26,392	26,272	12,848	129,280	122,600	49,600	49,600
Commodities	1,482	214	83	1,350	1,350	1,350	1,350
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 213,627	\$ 201,394	\$ 178,120	\$ 352,676	\$ 352,047	\$ 292,933	\$ 309,343
Personnel Summary:							
Director of Economic Development	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:							
		Quantity	Schedule	Purchase/	2014-15	2015-16	2016-17
			Year	Reserve	Revised	Budget	Projected
None	-	-	-	\$ -	\$ -	\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
					Budget		Balance					
ECONOMIC DEVELOPMENT												
100.4886.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	130,428	127,851	118,319	160,167	43,122	117,045	26.92%		160,167	171,540 *	183,469
OVERTIME WAGES	4102	38	15	117	250	-	250	0.00%	±	250	250	250
TEMPORARY WAGES	4103	1,140	-	-	-	-	-	N/A		-	-	-
LONGEVITY	4109	-	346	-	-	-	-	N/A		-	-	-
FICA	4116	9,844	9,390	9,184	12,528	3,369	9,159	26.89%		12,385	12,955 *	13,670
IPERS	4117	10,529	10,823	10,576	14,325	3,851	10,474	26.88%		14,325	15,341 *	17,508
DEFERRED COMPENSATION	4119	1,000	1,616	4,039	5,000	1,346	3,654	26.92%		5,000	5,000	5,000
EMPLOYEE INSURANCE	4120	26,722	19,670	17,940	23,778	8,062	15,716	33.91%	±	29,974 !	30,838 !	32,372
WORKERS COMPENSATION	4122	1,253	1,321	1,137	1,198	-	1,198	0.00%	±	1,196	1,259 *	1,324
CAR ALLOWANCE	4133	4,800	3,877	3,877	4,800	1,292	3,508	26.92%		4,800	4,800	4,800
TOTAL PERSONAL SERVICES		185,754	174,909	165,189	222,046	61,042	161,004	27.49%		228,097	241,983	258,393
CONTRACTUAL SERVICES												
CONSULTING & MANAGEMENT	4211	-	2,809	1,313	82,500	-	82,500	0.00%	±	82,500	2,500	2,500
LEGAL & RECORDING SERVICES	4212	579	8,912	2,446	16,000	105	15,895	0.66%	±	10,000	10,000	10,000
COMPUTER SERVICES	4215	2,200	2,200	3,895	5,000	-	5,000	0.00%	±	5,000	2,000	2,000
PHOTOGRAPHY & VIDEO SERVICES	4220	-	-	75	1,000	-	1,000	0.00%	±	1,000	1,000	1,000
PRINTING SERVICES	4221	1,840	805	-	2,000	-	2,000	0.00%	±	2,000	2,000	2,000
ADVERTISING & PUBLICATION	4240	8,583	4,614	3,725	2,500	-	2,500	0.00%	±	2,500	12,500 !	12,500
COMMUNICATIONS SERVICES	4244	1,495	1,260	606	1,280	201	1,079	15.70%	±	900	900	900
DUES, MEMBERSHIPS, & LICENSES	4261	2,151	805	-	2,000	-	2,000	0.00%	±	2,000	2,000	2,000
TRAINING & EDUCATION	4265	2,505	390	350	3,500	-	3,500	0.00%	±	3,500	3,500	3,500
TRAVEL	4266	4,677	1,875	50	10,500	-	10,500	0.00%	±	10,500	10,500	10,500
MEETINGS & FOOD	4269	1,990	2,599	387	2,500	73	2,427	2.92%	±	2,500	2,500	2,500
POSTAGE & SHIPPING	4296	373	2	-	500	-	500	0.00%	±	200	200	200
TOTAL CONTRACUTAL SERVICES		26,393	26,271	12,847	129,280	379	128,901	0.29%		122,600	49,600	49,600
COMMODITIES												
OFFICE SUPPLIES	4310	945	95	83	1,000	38	962	3.80%	±	1,000	1,000	1,000
PERIODICALS/BOOKS/MANUALS	4315	450	119	-	250	-	250	0.00%	±	250	250	250
MINOR EQUIPMENT	4354	87	-	-	100	-	100	0.00%	±	100	100	100
TOTAL COMMODITIES		1,482	214	83	1,350	38	1,312	2.81%		1,350	1,350	1,350
CAPITAL OUTLAY												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A		-	-	-
DEBT SERVICE												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A		-	-	-
TOTAL ECONOMIC DEVELOPMENT		213,629	201,394	178,119	352,676	61,459	291,217	17.43%		352,047	292,933	309,343



Mark D. Mueller, P.E.

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MEMORANDUM

TO: Jennifer Sease, Administrative Services Director
FROM: Mark Mueller, P.E.
DATE: December 1, 2014
RE: Fiscal Year 2016 Budget Memorandum

Introduction

I respectfully submit this Fiscal Year (FY) 2016 Budget Memorandum for the Public Works Department. The budget memorandum is separated into four (4) sections corresponding to the different funding sources associated with the Public Works Department including the Road Use Tax Fund, Water Utility Fund, Sanitary Sewer Utility Fund, and Storm Water Utility Fund. For each of the funds, a summary is provided which discusses accomplishments during the past year and significant issues. Each of the funds is comprised of different budget activities. For each of the budget activities, significant budget changes, capital outlay requests, and staffing requests are discussed. The primary focus of the budget memorandum is to identify the long-term budget issues associated with the Public Works Department and discuss how short-term solutions (e.g. proposed budget requests) will help to resolve the long-term budget issues. The primary goals of the Public Works Department continue to be providing safe and reliable public works and municipal utilities infrastructure and delivering high quality services in an economical, efficient and timely manner. The City's public works and municipal utilities infrastructure and services promote and sustain Ankeny's great quality of life.

Road Use Tax Fund

Accomplishments:

- 1) Received approval from Iowa DOT and FHWA for the I-35 & E. 1st Street Interchange IJR Amendment and are proceeding with design of the project.
- 2) Successfully administered the following Capital Improvements Program (CIP) projects in 2014: NW 36th Street Improvements, SW Irvinedale Drive Reconstruction – Phase 3, NW Greenwood Street PCC Reconstruction, Annual PCC Street Patching Program, Annual Pavement Preservation Program, The District Public Parking Lot – Phases 1 & 2, NW Irvinedale HMA Resurfacing, NE Four Mile HMA Paving, Prairie Trail Sidewalk, SE Magazine Trail Connection – Phase 2, Promenade Park Improvements, and Somersby Park Improvements – Phase 1. Several smaller-scale CIP projects were also engineered and administered by the Public Works – Engineering Division staff.
- 3) Secured external funding for CIP projects from Federal and State programs such as STP, TAP, TSIP, and U-STEP.

- 4) Developed Ankeny Supplemental Specifications to SUDAS and formally adopted SUDAS and Ankeny Supplemental Specifications to SUDAS.
- 5) Completed development engineering reviews on more than 100 private development projects.
- 6) Developed and implemented annual permit and fee for oversize / overweight haulers.
- 7) Provided quality snow and ice removal for City streets in an economical, efficient and timely manner throughout the 2013 / 2014 winter.
- 8) Completed numerous in-house street maintenance projects involving patching, crack-sealing and pothole repairs, which are important to extending the service life of the City's streets.
- 9) Completed annual City-wide programs including Appliance and Electronics Recycling Day, Ankeny Clean-up Day, Tree and Branch Recycling Days, Fall Leaf Collection Days, and Christmas Tree Pickup. The annual clean-up programs provide qualitative benefits and cost-savings for the City's residents.
- 10) Completed the retrofitting of all permanent signalized intersections with battery backups, which saves labor costs when there is a power outage. Also, continued retrofitting existing traffic signals to use LED lights, which helps reduce traffic signal maintenance and energy costs and improves visibility of the traffic signals during inclement weather.
- 11) Continued fabricating and installing traffic signs for CIP and development projects and for various City departments. Also, continued electronic inventory of existing signs improving the efficiency of traffic sign asset management.
- 12) Completed 99% of the service, maintenance and repairs for the City's fleet of vehicles and equipment during 2014. This reduced the time vehicles and equipment were off-line and reduced vehicle and equipment maintenance costs. Also, continued successfully using vehicle maintenance software, which is a valuable tool in managing the City's fleet of vehicles and equipment.
- 13) Continued providing safe, economical, and visually comfortable lighting along the City's transportation corridors, within the City's parks and recreational facilities, and at other public facilities.

Significant Issues:

- Increasing Infrastructure and Workload: It is anticipated that the City will continue its rapid growth in the upcoming years. This growth will increase the amount of streets-related infrastructure that will need to be maintained by the Public Works – Operations Division. As an example, the total lane-miles of streets and the number of cul-de-sacs within the City have increased by approximately 20% during the past eight (8) years. The additional infrastructure will create additional street, traffic signal, traffic sign, and fleet maintenance work for staff during all seasons of the year. The additional maintenance work will require more labor, equipment and materials. The increased workload and static staffing levels may affect the Operations Division staffs' ability to provide an adequate level of service to the City's residents. In FY 2016, an additional equipment operator and a traffic safety intern are being requested to support the ever-increasing workload of the Public Works – Operations Division. Moving forward, it will be important to regularly monitor and balance the Operations Division staffs' workload. In FY 2016, new vehicles and equipment are also being requested to allow staff to complete their work more effectively and efficiently.

- Infrastructure Condition: The condition of the City's existing street infrastructure continues to be a primary concern of the Public Works Department. Many City streets are approximately the same age, and the list of streets that should be reconstructed, rehabilitated or repaired due to a below average pavement condition rating continues to grow. It is important to continue funding the Annual PCC Street Patching, Street Replacement, Pavement Preservation, and Asphalt Street Resurfacing Programs in order to allow for the replacement, rehabilitation and repair of streets, or portions thereof, with poor pavement conditions. This helps to extend the service life of street infrastructure, so pavements do not deteriorate beyond the City's ability to maintain them. Increasing funding in the CIP for these annual programs needs to be considered in the future as the City's existing streets continue to age.
- Merger of Public Works and Municipal Utilities Departments: With the merger of the Public Works and Municipal Utilities Departments and the retirement of the Director of Municipal Utilities in Spring 2014, the Director of Public Works and the Public Works – Engineering Division staff have additional job responsibilities and are administering additional CIP projects. During 2014, it has been difficult to effectively administer and provide oversight of all the Public Works and Municipal Utilities projects, particularly during the peak of the construction season. The additional job responsibilities and project workload have affected the Director of Public Works' and Engineering Division staffs' ability to complete work tasks in a timely manner, particularly in-house design and engineering projects. Typically, using in-house staff to design and administer smaller-scale CIP projects, such as a local street replacement, is more effective and economical than using a consultant because the smaller-scale projects often require significant coordination and time with affected property owners and the general public. Also, the Development Engineering review group's workload has been high during 2014, and it is expected to remain high in 2015. Moving forward, the workload of the Public Works – Engineering Division staff will need to be monitored and continuously balanced, and the additional use of consultants may be required to complete CIP projects.
- Franchise Utilities: Resolving conflicts with franchise (i.e. private) utilities and coordinating relocations continue to be critical elements of every public improvement project. The City's current agreements with the various franchise utility companies do not place time requirements on resolving utility conflicts and completing utility relocations. Utility conflicts can cause construction delays, which typically increases project costs, adversely affects public relations, and increases the Public Works – Engineering Division staffs' workload. In 2015, the City will consider reviewing the existing agreements with the franchise utilities to determine whether time requirements for resolving utility conflicts and completing relocations can be incorporated. Also in 2015, the Public Works Department will fully implement the City's right-of-way permit process and begin charging the \$40 permit fee for reviewing and approving utility plans for new or relocated franchise utilities within the public right-of-way. The City will consider making the approval of the right-of-way permits contingent upon franchise utilities resolving utility conflicts and completing necessary relocations for public improvement projects.

- ADA Compliance: The City needs to develop a transition plan for upgrading its pedestrian facilities to comply with the requirements of the Americans with Disabilities Act (ADA). The Department of Justice (DOJ) is responsible for enforcing the ADA requirements, and other cities within Iowa have been fined by the DOJ for failure to comply with the ADA requirements. The first step in developing a transition plan is to inventory the existing pedestrian facilities (e.g. curb ramps at intersections) within the City and determine what, if any, deficiencies exist. The Public Works – Engineering Division began a pedestrian curb ramp inventory in 2013, and it needs to be continued in 2015, so a transition plan can be developed. Two (2) tablets are being requested in the FY 2016 budget, so the curb ramp data can be collected electronically which should improve accuracy and efficiency.
- Prairie Trail Infrastructure Maintenance: The amount of non-standard infrastructure within the Prairie Trail development continues to increase. Maintaining non-standard infrastructure, such as narrower streets, brick paver alleyways and crosswalks, and on-street parking areas often requires additional staff time, specialty skills, non-standard materials, and/or specialized equipment. Snow and ice removal within Prairie Trail continues to be challenging and requires additional staff time for the Public Works – Operations Division due to the narrower streets and amount of on-street parking areas. A pickup truck with plow or a skid loader with special snow blower attachment need to be used for the streets and parking areas instead of a standard snow plow truck. Also, the narrower street corridors limit the available space for snow storage. As Prairie Trail continues to develop, the Operations Division may need additional specialized snow and ice removal equipment in order to provide an adequate level of service for residents living within this area of the City. Also, private contractors may need to be used more in the future due to the specialty skills, non-standard materials, and specialized equipment that may be necessary for infrastructure repair and maintenance work in Prairie Trail (e.g. brick paver areas). These factors will likely increase the City's annual street maintenance costs in future years.
- Emerald Ash Borer: The Emerald Ash Borer (EAB) may be found in Ankeny and the Des Moines metropolitan area within the next few years. EAB is expected to kill all ash trees unless they are chemically treated. The City has approximately 6,600 deciduous trees within the public right-of-way (i.e. "street" trees), and more than 1,600 (~25%) are ash trees. In 2014, the Public Works – Operations Division prepared an EAB Response Plan which outlines the City's proposed plan for dealing with EAB. It is not economically feasible to chemically treat the ash street trees; therefore, a primary part of the plan involves systematically removing all of the ash street trees during the next seven (7) years. Some of the ash street trees can be removed by Operations Division staff; however, many of the removals will require using a private contractor due to tree size and removal complexity. Additional funding is being requested in FY 2016 to begin removing ash street trees. A secondary part of the EAB Response Plan involves developing and implementing a street tree reimbursement program to replace the ash street trees that are removed. The reimbursement program would allow residents to be reimbursed a maximum amount for replacing street trees adjacent to their property (e.g. \$100 per tree, maximum of two trees). Street trees will also continue to be added in conjunction with CIP projects.

260.1260 – Street Lighting

Significant Budget Changes: None. **Capital Outlay Requests:** None.

Staffing Requests: None.

260.3261 – Roadway Administration and 100.3545 – Development Engineering

Significant Budget Changes: None. **Capital Outlay Requests:** The Public Works – Engineering Division is requesting to add or replace the following vehicles and equipment. Please refer to applicable Budget Request Forms for more detailed information on these Capital Outlay Requests.

- A) Replace Unit #307 with ½ Ton Pickup Truck in FY 2016
- B) Replace Synchro Version 7 traffic analysis software with upgraded Version 9 in FY 2016
- C) Add two (2) new Google Nexus 9 tablets for curb ramp data collection in FY 2016

Staffing Requests: The Public Works – Engineering Division is requesting to re-classify one of the Civil Engineer II positions to a Civil Engineer III position in FY 2016. A Civil Engineer II has served as the lead engineer for the Development Engineering review group since July 2013. Their responsibilities include reviewing and approving engineering plans for new developments including subdivisions, site plans, public and franchise utilities, drainage studies, street paving, and erosion control measures for compliance with City design standards and construction specifications; creating new and managing existing sewer and water connection districts; managing the City's cost share program for the over-sizing of sidewalks, utilities and paving within new developments; attending pre-application meetings with developers, consulting engineers, and owners regarding new developments; and managing the maintenance of records and plans for development projects and including this data in the City's GIS system. In addition to these responsibilities, the Civil Engineer II assists in managing the workload and overseeing the job functions of the Civil Engineer I and Engineering Technician III that are a part of the Development Engineering review group. Many of the Civil Engineer II's current responsibilities are beyond those of the Civil Engineer II position and better align with those of the Civil Engineer III position. In 2014, the Civil Engineer II was also able to successfully manage smaller-scale CIP projects when there were gaps in the development engineering review workload. This additional duty helped with workload balancing within the Engineering Division, and it is expected to continue in future years. Please refer to applicable Budget Request Form for more detailed information on this staffing request.

260.3262 – Roadway Maintenance and 260.3263 Snow and Ice Control

Significant Budget Changes: The Public Works – Operations Division is requesting to make the following budget activity line item changes. Please refer to applicable Budget Request Forms for more detailed information on these proposed budget activity line item changes.

- A) Increase line item 260.3262.4227 for ash tree removals in FY 2016, FY 2017 and future years
- B) Increase line item 260.3263.4395 for additional snow and ice control materials in FY 2016, FY 2017 and future years

Capital Outlay Requests: The Public Works – Operations Division is requesting to add or replace the following vehicles and equipment. Please refer to applicable Budget Request Forms for more detailed information on these Capital Outlay Requests.

- A) Replace Unit #225 with Tandem Axle Dump Truck with Snow Plow System in FY 2016
- B) Add new HLA 5206W Snow Wing to allow for box blade plowing in cul-de-sacs in FY 2016
- C) Replace Unit #247 with 4 Ton Hopper Cold Patch Road Maintenance Vehicle in FY 2016
- D) Replace Unit #224 with Single Axle Dump Truck with Snow Plow System in FY 2017
- E) Replace Unit #241 with End Loader with extra set of snow tires in FY 2017

Staffing Requests: The Public Works – Operations Division is requesting to add one (1) equipment operator in FY 2016 to support the increasing workload of the Operations Division due to the continued, rapid growth of the City's infrastructure, and to shift one of the two regular mechanics from the primary snow and ice removal crew back to Central Garage operations during the winter months. Currently, the two regular mechanics are dedicated to the primary snow and ice removal crew. Having one of the regular mechanics operate full-time as a mechanic during winter weather events would allow the Central Garage to better support vehicle repair and maintenance needs of other departments, particularly Police and Fire. This would also improve safety when the mechanics have to provide field support for a disabled City vehicle during a winter weather event, because they would be able to respond as a two-person team instead of an individual mechanic working alone on the disabled vehicle. Also, the equipment operator would provide additional person-hours to assist with the increasing workload of the Operations Division during the spring, summer and fall months. Please refer to the Budget Request Form for more detailed information on this staffing request.

260.3265 – Traffic Safety

Significant Budget Changes: None; **Capital Outlay Requests:** None.

Staffing Requests: The Public Works – Operations Division is requesting to add one (1) intern to assist the Traffic Safety group for 12 weeks from May to August 2015. The intern would primarily assist with traffic sign retro-reflectivity testing, per federal requirements; fabricating and installing traffic signs within new subdivisions; repairing damaged traffic signs; preventative maintenance of the City's traffic signal systems; and maintenance of City-owned streetlights. These tasks are very important, but it is difficult for the Traffic Safety group to keep up with the current workload due to the City's continued, rapid growth. An intern would greatly assist in closing the gap between the current workload and available person-hours of the existing full-time traffic signal and sign technicians during the summer months.

550.3500 – Solid Waste

Significant Budget Changes: None. **Capital Outlay Requests:** None.

Staffing Requests: None.

710.5710 – Central Garage

Significant Budget Changes: The Public Works – Operations Division is requesting to increase line item 710.5710.4215 and decrease line item 710.5710.4354 to add an additional

vehicle OEM service and repair database and consolidate all Central Garage software licensing under 4215 Computer Services in FY 2016, FY 2017 and future years.

Capital Outlay Requests: The Public Works – Operations Division is requesting to replace Unit #264 with ¾ Ton Pickup Truck with Plow Hitch and Controller in FY 2017. Please refer to applicable Budget Request Form for more detailed information on this Capital Outlay Request.

Staffing Requests: None.

Water Utility Fund

Accomplishments:

- 1) Completed Water Distribution Modeling Update for the Northwest Area Report.
- 2) Successfully administered the following Annual Water Main Replacement Program projects, which are part of the CIP, in 2014: SW Maple Street Water Main Improvements – Phase 1 and SW Southlawn Area Utility Improvements – Phase 4 (water infrastructure improvements).
- 3) Completed several in-house water utility repair and maintenance projects, which are important to extending the service life of the City's water utility infrastructure.
- 4) Identified and prioritized upcoming new and replacement water utility infrastructure projects for the CIP.
- 5) Partnered with the Fire Department to increase the total number of fire hydrants flushed on an annual basis and help improve the City's ISO fire rating.
- 6) Continued cross-training Water and Wastewater staff and shared staff and equipment within the Utilities Division.
- 7) Installed approximately 500 water meters in new buildings. Changed out approximately 140 water meters, including large meters that were not functioning properly.
- 8) Began participating in the Central Iowa Regional Drinking Water Commission (CIRDWC) study to create a regional water authority.

Significant Issues:

- Water Studies: The Water Distribution Modeling Update for the Northwest Area Report completed by FOX Engineering in November 2014 shows that the City's existing potable water storage and distribution system is inadequate to support the City's anticipated future growth. The report recommends significant capital improvements be made to the City's potable water system in both the near-term (i.e. within the next five (5) years) and long-term in order to eliminate the connection to the Polk City feeder main and support continued growth within the City. The 2014 Water Distribution Modeling Update for the Northwest Area Report provides general information about the City's overall potable water system; however, a comprehensive City-wide Water Storage and Distribution System Study and Master Plan needs to be undertaken in 2015 to determine the specific near-term and long-term improvements needed for the City's potable water storage and distribution system and the timing of the improvements in order to meet the future potable water needs of the City. A supplemental budget request is being made for FY 2015 to

fund the Water Storage and Distribution System Study and Master Plan. Besides Ankeny's water system study, the Central Iowa Regional Drinking Water Commission (CIRDWC) is currently studying the feasibility of creating a Regional Water Authority, similar to the Des Moines Metropolitan Wastewater Reclamation Authority (WRA) and the Metro Waste Authority (MWA). The City is helping fund and actively participating in the study.

- Increasing Infrastructure and Workload: It is anticipated that the City will continue its rapid growth in the upcoming years. This growth will increase the amount of water utility infrastructure that will need to be maintained by the Public Works – Utilities Division. The additional infrastructure will create additional water maintenance and repair work for staff throughout the year. The additional maintenance and repair work will require more labor, equipment and materials. Additional water sampling and testing by staff will also be required after the City's official population is more than 50,000 people. The increased workload and static staffing levels may affect the Utilities Division staffs' ability to provide an adequate level of service to the City's residents. In FY 2016, two (2) additional water operators are being requested to support the ever-increasing workload of the Public Works – Utilities Division. This staffing request is the highest priority budget request for the Utilities Division. Moving forward, it will be important to regularly monitor and balance the Utilities Division staffs' workload. In FY 2016, new vehicles and equipment are also being requested to allow staff to complete their work more effectively and efficiently.
- Infrastructure Condition: The condition of the City's existing water utility infrastructure continues to be a primary concern of the Public Works Department. The number of water main breaks, system repairs and service work orders completed on an annual basis has continued to increase during the past several years. It is important to continue funding the Annual Water Main Replacement Program in order to allow for the replacement of existing water mains that are undersized or in a deteriorated condition. Increasing funding in the CIP for this annual program needs to be considered in the future as the City's existing water utility infrastructure continues to age.
- Purchased Capacity: The City did not exceed its allowable purchased capacity from Des Moines Water Works (DMWW) during 2014, which is primarily attributed to a wetter and cooler than normal summer. Therefore, the City's base water rate will be lower between January 1st and March 31st, 2015. During this period, the City will inject as much water as possible into the two (2) aquifer storage and recovery (ASR) wells. The City's water recovery rate for the ASR wells continues to improve, increasing from approximately 66% (average for the two wells) in 2011 to approximately 86% in 2014. The City's base water rate will increase on April 1st, 2015, when DMWW raises their water rates. As the number of water customers within the City continues to increase, the City will likely get closer to or exceed the allowable purchased capacity in future years, particularly during summers with more typical weather conditions. Since it appears that DMWW will likely not sell significant additional water capacity in the near-term, the City may need to consider water conservation strategies during peak usage periods in order to avoid paying a higher water rate the following year.

- Merger of Public Works and Municipal Utilities Departments: Refer to discussion in the Road Use Tax Fund section.

510.3510 – Water Administration and 510.3512 Water Maintenance

Significant Budget Changes: The Public Works – Utilities Division is requesting to increase budget activity line item 510.3510.4210 for the comprehensive City-wide Water Storage and Distribution System Study and Master Plan in FY 2015. Please refer to applicable Budget Request Form for more detailed information on this proposed budget activity line item change.

Capital Outlay Requests: The Public Works – Utilities Division is requesting to add or replace the following vehicles and equipment. Please refer to applicable Budget Request Forms for more detailed information on these Capital Outlay Requests.

- A) Replace Unit #986 with 1 Ton Flatbed Truck in FY 2016
- B) Construct new Bulk Water Filling Station with 24-hour access in FY 2016
- C) Replace Unit #921 with ½ Ton Pickup Truck in FY 2016
- D) Replace Unit #924 with ½ Ton Pickup Truck in FY 2016
- E) Replace Unit #928 with ½ Ton Pickup Truck in FY 2016
- F) Add new Trailer-Mounted Valve Operating Machine in FY 2016
- G) Add new cabinets and a countertop in the Water group's break room in FY 2016

Staffing Requests: The highest priority budget request for the Public Works – Utilities Division is to add two (2) Water Operator I positions in FY 2016. One of the new water operators would be assigned to utility locating, and the other new water operator would be assigned to water infrastructure maintenance and repair. On July 1, 2014, new Iowa One-Call laws went into effect which require additional marking and flagging of existing utilities and electronic verification. The City is required by law to locate or verify water and sewer mains for every Iowa One-Call locate request. To date, we have been unable to accomplish this because of the ever-increasing number of locate requests. The City has received as many as 1500 locate requests per month, and Utilities Division staff is only able to respond to approximately 250 of the requests. With the continued, rapid growth of the City's infrastructure and the volume of construction occurring within the City, the demand for utility locating will continue to increase. Currently, staff prioritize the requests, address the most critical ones, and use additional Utility Division staff when there is availability. In 2014, we missed several locates that resulted in contractors hitting the City's water and sewer infrastructure. This results in additional staff time, material costs, and service interruptions for our customers.

The Public Works – Utilities Division continues to fall further behind on water utility infrastructure repair and maintenance work. Currently, there are approximately 12 fire hydrants, 50 mainline valves, and hundreds of curb stops that need to be repaired or replaced. Also, the City experienced 56 water main breaks during the 2013 / 2014 winter, which all required repair. Besides the water utility infrastructure repairs, staff have not been able to complete the necessary flushing of fire hydrants on a regular basis. Hydrant flushing was one of the Utilities Division's highest priorities in Spring 2014; however, restoration work from the water utility infrastructure repairs completed during the winter adversely affected the

amount of hydrant flushing that was completed. Also, there are more than 18,000 water utility billing accounts that have meters we maintain. Water group staff averaged more than 490 service calls per month in FY 2014 and hung more than 7000 tags. Wastewater group staff spent more than 3000 hours assisting the Water group in FY 2014, which adversely affected the amount of sanitary sewer infrastructure repair and maintenance work that was completed. The Water group staff has accrued 165 days of vacation and the Wastewater group staff has accrued 185 days of vacation. Utilities Division staff takes most of their time off in the summer, but the summer is when most of the utility repair and maintenance work can be completed. With the amount of vacation time accrued, the Water group is typically missing two (2) staff members on any given day. With the current staffing level, the Public Works – Utilities Division cannot provide an adequate level of service. New water utility infrastructure will continue being added due to the City's continued, rapid growth, and the existing water utility infrastructure is aging and will likely require more repairs and maintenance in future years. These factors will increase the Water group's workload, and additional staff is needed to assist with the ever-increasing workload. Please refer to the Budget Request Form for more detailed information on this staffing request.

Sanitary Sewer Utility Fund

Accomplishments:

- 1) Completed remaining work related to the wastewater treatment plant closure and completed transition to the Des Moines Metropolitan Wastewater Reclamation Authority (WRA) treating all of Ankeny's wastewater.
- 2) Successfully administered the following Annual Sanitary Sewer Replacement Program projects, which are part of the CIP, in 2014: NE 7th Street Sanitary Sewer Improvements, SW Southlawn Area Utility Improvements – Phase 4 (sanitary sewer infrastructure improvements), and Saylor Creek Sanitary Sewer Repair.
- 3) Completed several in-house sanitary sewer utility repair and maintenance projects, which are important to extending the service life of the City's sanitary sewer utility infrastructure.
- 4) Identified and prioritized upcoming new and replacement sanitary sewer utility infrastructure projects for the CIP.
- 5) Continued annual sanitary sewer cleaning and televising program.
- 6) Added sanitary sewer capacity through CIP and private development projects.
- 7) Continued cross-training Wastewater and Water staff and shared staff and equipment within the Utilities Division.
- 8) Continued being active members of the Wastewater Reclamation Authority (WRA) governance and technical committees.

Significant Issues:

- **Increasing Infrastructure and Workload:** It is anticipated that the City will continue its rapid growth in the upcoming years. This growth will increase the amount of sanitary sewer utility infrastructure that will need to be maintained by the Public Works – Utilities Division. The additional infrastructure will create additional sanitary sewer maintenance and repair work for staff throughout the year. The additional maintenance and repair work will require more labor, equipment and materials. The increased workload and static staffing levels

may affect the Utilities Division staffs' ability to provide an adequate level of service to the City's residents. In 2014, the length of sanitary sewer cleaned and televised was less than the previous year. This decrease was primarily due to the Wastewater group staff assisting the Water group staff with water utility infrastructure repairs, maintenance and hydrant flushing. Regular cleaning and televising of the sanitary sewers is critical to the Public Works – Utilities Division's preventative maintenance program and to identifying deficiencies in the City's sanitary sewer collection and conveyance system. The Utilities Division's goal is to clean and televise 20% of the City's sanitary sewer system each year; however, we continue to fall well short of that goal each year. Moving forward, it will be important to regularly monitor and balance the Utilities Division staffs' workload. In FY 2016, new vehicles and equipment are also being requested to allow staff to complete their work more effectively and efficiently.

- Infrastructure Condition: The condition of the City's existing sanitary sewer utility infrastructure continues to be a primary concern of the Public Works Department. The number of system repairs and service work orders completed on an annual basis has continued to increase during the past several years. It is important to continue funding the Annual Sanitary Sewer Replacement Program in order to allow for the replacement of existing sanitary sewers that are deteriorated, failing or undersized. Increasing funding in the CIP for this annual program needs to be considered in the future as the City's existing sanitary sewer infrastructure continues to age.
- Merger of Public Works and Municipal Utilities Departments: Refer to discussion in the Road Use Tax Fund section.

550.3550 – Sewer Administration and 550.3552 Sewer Maintenance

Significant Budget Changes: None. ***Staffing Requests:*** None.

Capital Outlay Requests: The Public Works – Utilities Division is requesting to add or replace the following vehicles and equipment. Please refer to applicable Budget Request Forms for more detailed information on these Capital Outlay Requests.

- A) Add new Easement Machine in FY 2016
- B) Add new ½ Ton Pickup Truck in FY 2016
- C) Add new Hot Water Pressure Washer System in FY 2016
- D) Replace WinCan Version 8 sewer televising and inspection software with upgraded Version X in FY 2016
- E) Add asphalt paving repairs and spot replacements at the old wastewater treatment plant in FY 2016 and FY 2017
- F) Demolish the decommissioned Oralabor Sanitary Sewer Lift Station in FY 2016
- G) Add new or used Lowboy Trailer in FY 2017
- H) Add new Single Axle Dump Truck in FY 2017
- I) Replace Unit #721 with ½ Ton Pickup Truck in FY 2017
- J) Replace Unit #723 with ½ Ton Pickup Truck in FY 2017

Storm Water Utility Fund

Accomplishments:

- 1) Successfully renewed 5-year Iowa Department of Natural Resources (DNR) National Pollutant Discharge Elimination System (NPDES) permit for the City's Municipal Separate Storm Sewer System (MS4) in Fall 2014.
- 2) Fully completed the North Creek Channel Improvements – Phase 1, NE Tributary A to Four Mile Creek Stream Stabilization – Phase 1 and South Ankeny Boulevard Drainage Improvements projects. Substantially completed North Creek Channel Improvements – Phase 2 and NE Tributary A to Four Mile Creek Stream Stabilization – Phase 2 projects.
- 3) Successfully administered the following Annual Storm Water Replacement Program projects, which are part of the CIP, in 2014: NW 2nd & Linden Street Storm Sewer Improvements, Boulder Brook Storm Sewer Extensions, Watercrest Park Drainage Improvements.
- 4) Continued the City's successful street cleaning program. In 2014, the City's street sweepers cleared 419 Tons of debris and cleaned 111 storm sewer intakes. The street cleaning and intake cleaning is completed in accordance with the City's MS4 Storm Water Permit with the Iowa DNR.
- 5) Continued storm water educational and public outreach activities including hosting tours of storm water Best Management Practices (BMPs) within the City, making presentations to numerous adult and student groups, and coordinating various stream clean-up events. Also, continued successful storm water BMP reimbursement program for residents.
- 6) Completed several in-house storm water utility repair and maintenance projects, which are important to extending the service life of the City's storm water utility infrastructure.
- 7) Identified and prioritized upcoming new and replacement storm water utility infrastructure projects for the CIP.
- 8) Became active members of the Four Mile Creek Watershed Management Authority, which was newly formed in 2014.

Significant Issues:

- Storm Water Detention: Currently, the City does not have storm water detention and water quality requirements for single family residential developments. Since the majority of developments currently occurring within the City are residential, the City needs to consider additional strategies for managing storm water quantity and quality in the future. In 2015, the Public Works and Planning & Building Departments need to review what, if any, requirements other Des Moines metropolitan communities have for storm water detention and water quality within private developments, and then evaluate whether the City's requirements for single family residential developments should be revised. Also, the Parks & Recreation Department, with input from the Public Works and Planning & Building Departments, is proposing to complete an inventory and assessment of the existing City-owned storm water detention basins in 2015. The Storm Water group will play an integral part in the storm water detention basin assessment. This assessment will be an important step towards developing a long-term plan and schedule for maintaining and potentially improving City-owned storm water detention basins.

- **Increasing Infrastructure and Workload:** It is anticipated that the City will continue its rapid growth in the upcoming years. This growth will increase the amount of storm water utility infrastructure that will need to be maintained by the Public Works Department. The additional infrastructure will create additional storm water utility maintenance and repair work for staff throughout the year. The additional maintenance and repair work will require more labor, equipment and materials. Besides the increasing infrastructure, private development construction, building lot construction, and drainage questions / concerns from the public continue to increase. These factors have increased the Storm Water staffs' workload because they are responsible for inspecting private development and building lot construction sites to ensure compliance with the Iowa DNR's Storm Water permit and the City's Construction Site Erosion and Sediment Control (COSESCO) permit. They are also responsible for responding to drainage questions and concerns from the public. The increased workload and static staffing levels may affect the Storm Water staffs' ability to provide an adequate level of service to other City departments and the City's residents. In FY 2016, a storm water engineering technician is being requested to support the ever-increasing workload of the Storm Water group. Moving forward, it will be important to regularly monitor and balance the Storm Water staffs' workload.
- **Infrastructure Condition:** The condition of the City's existing storm water utility infrastructure continues to be a concern of the Public Works Department. It is important to continue funding the Annual Storm Water Replacement Program in order to allow for the repair, replacement or improvement of existing storm water utility infrastructure. Increasing funding in the CIP for this annual program needs to be considered in the future as the City's existing storm water utility infrastructure continues to age.
- **Merger of Public Works and Municipal Utilities Departments:** Refer to discussion in the Road Use Tax Fund section.

580.3580 – Storm Water Administration and 580.3584 Street Cleaning

Significant Budget Changes: None. ***Capital Outlay Requests:*** The Public Works – Operations and Utilities Divisions are requesting to replace Unit #220 with a new street sweeper including winch and wandering hose attachment in FY 2016. Please refer to applicable Budget Request Form for more detailed information on this Capital Outlay Request.


Staffing Requests: The Public Works – Utilities and Engineering Divisions are requesting to add one (1) new Engineering Technician I – Stormwater position in FY 2016. The City's MS4 permit requires the City to inspect construction sites for public improvements and private developments projects to ensure they comply with NPDES General Permit No. 2 and other state and local regulations, including the City's Construction Site Erosion and Sediment Control (COSESCO) permit. The City's Stormwater Coordinator is responsible for reviewing and approving all COSESCO permits and Stormwater Pollution Prevention Plan (SWPPP) permits; inspecting all CIP, subdivision, site plan, and building construction sites for NPDES General Permit No. 2 compliance; investigating illicit discharges to the storm sewer system; and investigating drainage questions and concerns from the public. With the City's continued, rapid growth to more than 50,000 residents and with development continuing to expand, the

Stormwater Coordinator is physically unable to visit all of the construction sites on a regular basis and follow up with residents on drainage questions and concerns in a timely manner. The Public Works Department is proposing to create a new Engineering Technician I – Stormwater position to assist the Stormwater Coordinator with field-related work. This position would be given the responsibility of taking over the individual building lot construction inspections from the Stormwater Coordinator, allowing the Stormwater Coordinator to focus their inspection efforts on CIP and development projects. In addition, this person would assist in investigating drainage questions and concerns and following up with the public. He or she would also be responsible for performing field reviews of the public utilities prior to the City issuing Certificate of Occupancy permits on building projects. With a majority of this person's workload being related to both current and previous developments and building lot drainage concerns, it is proposed that the position be funded 50% by the Stormwater Utility and 50% by Development Engineering. During the winter months, it is anticipated that this individual would assist with collecting curb ramp information for the City's Sidewalk Inventory Program and perform other duties as assigned.

Conclusion

Quality, reliable and economical infrastructure is critical to the success of any community and the quality of life enjoyed by a community's residents, businesses and visitors. Designing, constructing, operating, and maintaining the City's infrastructure requires many resources including a sufficient number of skilled staff, effective vehicles and equipment, and a significant amount of materials. The proposed budget requests for the Public Works Department serve to maintain the current service levels in this rapidly growing community and address many of the long-term budget issues discussed in this memorandum. Merging the Public Works and Municipal Utilities Departments has been completed; however, the transition is still in-progress as managers and staff continue adjusting to their roles and responsibilities. This reorganization has created opportunities for improving the effectiveness and efficiency of providing public works services to the City's citizens; building synergy within the Public Works Department; and expanding the skill sets of department staff. As we move forward in 2015, we will continue working on these things and various process improvements. The primary goals of the Public Works Department continue to be providing safe and reliable public works infrastructure and delivering high quality services in an economical, efficient and timely manner. The Public Works Department looks forward to the upcoming year.

Respectfully submitted,



Mark D. Mueller, P.E.
Director of Public Works / City Engineer

Program:
Community & Economic Development

Department:
Public Works

Activity:
Development Engineering

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	5,250	-	5,000	5,000	5,000
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	24,440	32,007	16,510	15,000	25,000	15,000	15,000
Total Revenues	\$ 24,440	\$ 32,007	\$ 21,760	\$ 15,000	\$ 30,000	\$ 20,000	\$ 20,000
Expenditure Summary:							
Personal Services	\$ 320,601	\$ 326,929	\$ 275,238	\$ 315,191	\$ 309,446	\$ 350,574	\$ 377,611
Contractual Services	10,109	9,589	7,255	12,279	12,430	12,438	12,554
Commodities	5,455	3,796	5,937	7,645	7,454	7,956	7,956
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 336,165	\$ 340,314	\$ 288,430	\$ 335,115	\$ 329,330	\$ 370,968	\$ 398,121
Personnel Summary:							
Engineering Administrator	1.00	1.00	-	-	-	-	-
Civil Engineer III	-	-	-	-	-	1.00	1.00
Civil Engineer II	1.00	1.00	2.00	2.00	2.00	1.00	1.00
Engineering Technician III	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Technician I	-	-	-	-	-	0.25	0.25
Total Full Time Equivalents	3.00	3.00	3.00	3.00	3.00	3.25	3.25
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
None	-	-	-	\$ -	\$ -	\$ -	
Total Capital Outlay				\$ -	\$ -	\$ -	

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
DEVELOPMENT ENGINEERING					Budget		Balance				
100.3545.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	232,169	242,564	200,763	222,637	56,815	165,822	25.52%	216,385	246,390	265,349
OVERTIME WAGES	4102	3,250	3,203	6,408	6,300	660	5,640	10.48%	6,300	6,700	7,100
LONGEVITY	4109	2,500	2,711	2,231	2,000	538	1,462	26.90%	2,000	2,346	2,500
FICA	4116	17,304	17,972	15,063	17,666	4,062	13,604	22.99%	17,188	19,541	21,033
IPERS	4117	19,200	21,543	18,109	20,623	5,181	15,442	25.12%	20,065	22,810	26,204
EMPLOYEE INSURANCE	4120	42,851	35,532	29,362	42,483	8,128	34,355	19.13%	44,895	50,038	52,533
WORKERS COMPENSATION	4122	3,328	3,403	3,303	3,482	-	3,482	0.00%	2,613	2,749	2,892
TOTAL PERSONAL SERVICES		320,602	326,928	275,239	315,191	75,384	239,807	23.92%	309,446	350,574	377,611
CONTRACTUAL SERVICES											
COMPUTER SERVICES	4215	2,337	2,337	2,437	2,600	-	2,600	0.00%	2,600	2,600	2,600
ELECTRONICS RENTALS	4235	-	-	-	-	-	-	N/A	-	-	-
COMMUNICATIONS SERVICES	4244	1,441	1,441	1,293	1,441	388	1,053	26.93%	1,441	1,441	1,441
GENERAL INSURANCE	4251	1,680	1,688	1,463	1,426	-	1,426	0.00%	1,431	1,410	1,478
DUES, MEMBERSHIPS, & LICENSES	4261	1,364	1,597	840	1,300	500	800	38.46%	1,300	1,300	1,300
TRAINING & EDUCATION	4265	885	185	370	1,600	175	1,425	10.94%	1,600	1,600	1,600
TRAVEL	4266	-	-	-	1,000	-	1,000	0.00%	1,000	1,000	1,000
REVOLVING SERVICES	4271	1,990	1,658	509	1,912	1,562	350	81.69%	2,058	2,087	2,135
VEHICLE & EQUIPMENT SERVICES	4272	71	312	7	500	7	493	1.40%	500	500	500
ELECTRONICS SERVICES	4273	342	371	336	500	44	456	8.80%	500	500	500
TOTAL CONTRACUTAL SERVICES		10,110	9,589	7,255	12,279	2,676	9,603	21.79%	12,430	12,438	12,554
COMMODITIES											
OFFICE SUPPLIES	4310	99	-	562	500	-	500	0.00%	500	500	500
COPIER/PRINTING SUPPLIES	4311	-	-	-	-	-	-	N/A	-	-	-
PERIODICALS/BOOKS/MANUALS	4315	-	-	-	-	-	-	N/A	-	-	-
OFFICE EQUIPMENT/FURNITURE	4319	-	-	-	-	-	-	N/A	-	-	-
GASOLINE/FUEL	4321	3,486	2,994	3,177	4,000	894	3,106	22.35%	3,500	4,000	4,000
MISCELLANEOUS SUPPLIES	4339	-	-	-	250	-	250	0.00%	250	250	250
SAFETY EQUIPMENT	4352	157	-	200	600	-	600	0.00%	600	600	600
UNIFORMS	4353	-	-	-	200	-	200	0.00%	200	200	200
MINOR EQUIPMENT	4354	-	-	1,169	500	-	500	0.00%	500	500	500
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	1,712	802	829	1,595	475	1,120	29.78%	1,904	1,906	1,906
TOTAL COMMODITIES		5,454	3,796	5,937	7,645	1,369	6,276	17.91%	7,454	7,956	7,956
CAPITAL OUTLAY											
VEHICLES	4427	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEVELOPMENT ENGINEERING		336,166	340,313	288,431	335,115	79,429	255,686	23.70%	329,330	370,968	398,121

Program: Public Works		Department: Public Works		Activity: Street Lighting			
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	565,376	597,764	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 565,376	\$ 597,764	\$ -	\$ -	\$ -	\$ -	\$ -
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Adopted Budget	As of 9/30 2014	Remaining FY15 Balance	% Expended	REVISED FY2015	PROPOSED FY2016	PROJECTED FY2017
STREET LIGHTING	100.1260.										
PERSONAL SERVICES											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL PERSONAL SERVICES		-	-	-	-	-	-	N/A	-	-	-
CONTRACTUAL SERVICES											
ELECTRIC CHARGES	4247	565,376	595,332	-	-	-	-	N/A	-	-	-
LIGHTS & SIGNALS SERVICES	4288	-	2,432	-	-	-	-	N/A	-	-	-
TOTAL CONTRACUTAL SERVICES		565,376	597,764	-	-	-	-	N/A	-	-	-
COMMODITIES											
LIGHTS & SIGNALS MAINT SUPPLIES	4398	-	-	-	-	-	-	N/A	-	-	-
TOTAL COMMODITIES		-	-	-	-	-	-	N/A	-	-	-
CAPITAL OUTLAY											
STREET LIGHTS & SIGNALS	4456	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL STREET LIGHTING		565,376	597,764	-	-	-	-	N/A	-	-	-

Program: Public Works		Department: Public Works			Activity: Street Lighting		
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	666,199	725,000	701,000	737,000	773,000
Commodities	-	-	-	3,000	3,000	3,000	3,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ 666,199	\$ 728,000	\$ 704,000	\$ 740,000	\$ 776,000
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
STREET LIGHTING												
260.1260.												
PERSONAL SERVICES									±			
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL PERSONAL SERVICES		-	-	-	-	-	-	N/A		-	-	-
CONTRACTUAL SERVICES												
ELECTRIC CHARGES	4247	-	-	666,199	720,000	175,689	544,311	24.40%	±	696,000	732,000	768,000
LIGHTS & SIGNALS SERVICES	4288	-	-	-	5,000	-	5,000	0.00%	±	5,000	5,000	5,000
TOTAL CONTRACUTAL SERVICES		-	-	666,199	725,000	175,689	549,311	24.23%		701,000	737,000	773,000
COMMODITIES												
LIGHTS & SIGNALS MAINT SUPPLIES	4398	-	-	-	3,000	-	3,000	0.00%	±	3,000	3,000	3,000
TOTAL COMMODITIES		-	-	-	3,000	-	3,000	0.00%		3,000	3,000	3,000
CAPITAL OUTLAY												
STREET LIGHTS & SIGNALS	4456	-	-	-	-	-	-	N/A		-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A		-	-	-
DEBT SERVICE												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A		-	-	-
TOTAL STREET LIGHTING		-	-	666,199	728,000	175,689	552,311	24.13%		704,000	740,000	776,000

Program: Public Works		Department: Public Works		Activity: Roadway Administration			
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	4,323,503	4,365,201	4,551,533	4,467,036	4,489,827	4,879,809	5,273,500
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 4,323,503	\$ 4,365,201	\$ 4,551,533	\$ 4,467,036	\$ 4,489,827	\$ 4,879,809	\$ 5,273,500
Expenditure Summary:							
Personal Services	\$ 436,452	\$ 469,901	\$ 638,151	\$ 635,912	\$ 665,349	\$ 696,575	\$ 750,725
Contractual Services	244,415	217,480	232,925	264,910	263,387	270,613	272,940
Commodities	36,788	39,298	41,297	46,786	49,606	60,159	45,842
Capital Outlay	19,503	-	-	58,700	58,700	30,000	-
Debt Service	4,414	4,414	2,043	-	-	-	-
Total Expenditures	\$ 741,572	\$ 731,093	\$ 914,416	\$ 1,006,308	\$ 1,037,042	\$ 1,057,347	\$ 1,069,507
Personnel Summary:							
Public Works Director	1.00	1.00	-	-	-	-	-
Public Works/Municipal Utilities Director	-	-	0.34	0.34	0.34	0.34	0.34
Assistant Public Works Director	-	-	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	1.00	1.00	2.00	2.00	2.00	2.00	2.00
Engineering Traffic Specialist	-	-	1.00	1.00	1.00	1.00	1.00
Engineering Technician III	1.00	1.00	-	-	-	-	-
Engineering Technician II	-	-	1.00	1.00	1.00	1.00	1.00
Engineering Technician I	1.00	1.00	-	-	-	-	-
Administrative Clerk	1.25	1.25	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	5.25	5.25	6.34	6.34	6.34	6.34	6.34
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
Sub-Meter Accuracy GPS Device		1	2015	Purchase	\$ 6,700	\$ -	\$ -
1/2 Ton Truck		1	2015	Purchase	24,000	-	-
Robotic Total Station		1	2015	Purchase	28,000	-	-
1/2 Ton 4WD Truck		1	2016	Purchase	-	30,000	-
Total Capital Outlay					\$ 58,700	\$ 30,000	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
ROADWAY ADMINISTRATION					Budget		Balance					
260.3261.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	308,095	339,273	463,200	457,997	130,938	327,059	28.59%		468,362	491,294 *	529,934
OVERTIME WAGES	4102	7,606	9,078	11,181	10,000	8,948	1,052	89.48%	±	20,000 !	21,000 !	22,100
TEMPORARY WAGES	4103	6,287	3,842	5,565	6,000	3,237	2,763	53.95%	±	6,000	6,000	6,000
LONGEVITY	4109	1,500	2,750	3,000	3,000	808	2,192	26.93%		3,000	3,385 !	3,500
FICA	4116	23,871	26,088	35,902	36,426	10,640	25,786	29.21%		38,150 *	40,036 !	43,086
IPERS	4117	25,579	30,423	42,604	42,059	12,535	29,524	29.80%	±	43,879 *	46,050 !	52,941
DEFERRED COMPENSATION	4119	5,000	6,731	2,308	1,333	359	974	26.93%		1,333	1,665 !	1,667
EMPLOYEE INSURANCE	4120	54,241	47,485	70,619	75,121	21,884	53,237	29.13%		79,681 *	81,942 !	86,025
WORKERS COMPENSATION	4122	4,274	4,232	3,772	3,976	-	3,976	0.00%	±	4,944 !	5,203 !	5,472
TOTAL PERSONAL SERVICES		436,453	469,902	638,151	635,912	189,349	446,563	29.78%		665,349 *	696,575 !	750,725
CONTRACTUAL SERVICES												
ARCHITECTURAL & ENGINEERING	4210	23,890	18,776	25,053	35,000	4,058	30,942	11.59%	±	35,000	35,000	35,000
LEGAL & RECORDING SERVICES	4212	2,157	3,588	8,378	5,000	685	4,315	13.70%	±	5,000	5,000	5,000
COMPUTER SERVICES	4215	3,882	3,647	4,085	4,200	628	3,572	14.95%	±	5,000 !	8,950 !	5,750
WASTE MANAGEMENT SERVICES	4224	896	1,108	843	900	224	676	24.89%		900	900	900
ELECTRONICS RENTALS	4235	426	426	426	426	107	319	25.12%		426	426	426
LAND & BUILDING RENTALS	4238	58,800	62,180	62,180	62,180	15,545	46,635	25.00%		62,180	62,180	62,180
COMMUNICATIONS SERVICES	4244	3,167	2,959	3,515	4,380	1,012	3,368	23.11%	±	4,061	4,061	4,061
ELECTRIC CHARGES	4247	12,936	12,841	12,968	16,000	3,837	12,163	23.98%	±	16,000	16,000	16,000
NATURAL GAS CHARGES	4248	2,846	3,493	3,844	6,000	113	5,887	1.88%	±	5,000	5,000	5,000
GENERAL INSURANCE	4251	2,974	2,900	3,199	3,119	-	3,119	0.00%	±	3,143	3,098	3,247
DUES, MEMBERSHIPS, & LICENSES	4261	977	807	2,389	2,500	50	2,450	2.00%	±	2,500	2,500	2,500
TRAINING & EDUCATION	4265	1,055	2,800	2,670	5,300	525	4,775	9.91%	±	5,300	5,300	5,300
TRAVEL	4266	1,114	582	1,347	3,500	-	3,500	0.00%	±	3,500	3,500	3,500
MEETINGS & FOOD	4269	-	-	104	-	-	-	N/A		-	-	-
BUILDING MAINTENANCE SERVICES	4270	41,046	17,807	18,813	25,000	5,270	19,730	21.08%	±	25,000	25,000	25,000
REVOLVING SERVICES	4271	49,201	47,338	47,773	52,905	12,778	40,127	24.15%	±	54,077	56,798 *	61,276
VEHICLE & EQUIPMENT SERVICES	4272	240	436	325	600	202	398	33.67%	±	600	600	600
ELECTRONICS SERVICES	4273	3,622	3,266	3,634	4,500	1,150	3,350	25.56%		4,500	4,500	4,500
SALES, PROPERTY AND OTHER TAXES	4295	32,983	29,416	29,492	30,400	-	30,400	0.00%	±	28,200	28,800	29,700
POSTAGE & SHIPPING	4296	2,204	3,109	1,814	3,000	132	2,868	4.40%	±	3,000	3,000	3,000
MISCELLANEOUS SERVICES	4299	-	-	75	-	-	-	N/A		-	-	-
TOTAL CONTRACUTAL SERVICES		244,416	217,479	232,927	264,910	46,316	218,594	17.48%		263,387	270,613	272,940
COMMODITIES												
OFFICE SUPPLIES	4310	8,745	11,486	10,323	10,000	2,643	7,357	26.43%		11,000 !	11,000 !	11,000
PERIODICALS/BOOKS/MANUALS	4315	278	502	395	500	-	500	0.00%	±	500	500	500
OFFICE EQUIPMENT/FURNITURE	4319	-	-	-	-	628	(628)	N/A		-	-	-
GASOLINE/FUEL	4321	3,650	3,096	1,736	5,000	599	4,401	11.98%	±	4,000	5,000	5,000
MEDICAL & FIRST-AID SUPPLIES	4333	77	101	146	300	62	238	20.67%	±	300	300	300
MISCELLANEOUS SUPPLIES	4339	1,583	2,632	996	1,600	1,176	424	73.50%	±	2,500 !	2,000 !	2,000
SAFETY EQUIPMENT	4352	380	422	378	600	-	600	0.00%	±	600	600	600
MINOR EQUIPMENT	4354	1,831	-	995	-	-	-	N/A		-	1,200 !	-
BUILDING MAINTENANCE SUPPLIES	4380	949	736	909	1,200	371	829	30.92%	±	1,200	1,200	1,200
REVOLVING SUPPLIES	4381	16,549	19,374	25,097	26,019	4,884	21,135	18.77%	±	28,139 *	36,988 !	23,871
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	2,743	950	321	1,567	391	1,176	24.95%		1,367	1,371	1,371
TOTAL COMMODITIES		36,785	39,299	41,296	46,786	10,754	36,032	22.99%		49,606 *	60,159 !	45,842
CAPITAL OUTLAY												
VEHICLES	4427	19,503	-	-	24,000	18,242	5,758	76.01%	±	24,000	30,000 !	-
OTHER CAPITAL EQUIPMENT	4429	-	-	-	34,700	-	34,700	0.00%	±	34,700	-	-
TOTAL CAPITAL OUTLAY		19,503	-	-	58,700	18,242	40,458	31.08%		58,700	30,000	-
DEBT SERVICE												
SUSTAINABILITY REVOLVING LOAN PAYMENTS	4594	329	329	-	-	-	-	N/A		-	-	-
EQUIPMENT RESERVE PAYMENTS	4595	4,085	4,085	2,043	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		4,414	4,414	2,043	-	-	-	N/A		-	-	-
TOTAL ROADWAY ADMINISTRATION		741,571	731,094	914,417	1,006,308	264,661	741,647	26.30%		1,037,042 *	1,057,347 *	1,069,507

Program: Public Works		Department: Public Works		Activity: Roadway Maintenance			
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 797,020	\$ 805,815	\$ 826,023	\$ 926,107	\$ 899,262	\$ 927,450	\$ 1,014,366
Contractual Services	315,590	322,526	345,972	387,815	402,662	405,363	418,871
Commodities	270,469	299,066	263,185	314,409	329,880	335,128	340,152
Capital Outlay	-	100,802	233,450	70,000	70,000	47,500	-
Debt Service	28,915	16,738	16,738	16,738	16,738	14,014	5,645
Total Expenditures	\$ 1,411,994	\$ 1,544,947	\$ 1,685,368	\$ 1,715,069	\$ 1,718,542	\$ 1,729,455	\$ 1,779,034
Personnel Summary:							
Public Works Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Public Works Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lead Equipment Operator	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Equipment Operator	6.00	6.00	6.00	7.00	7.00	7.00	7.00
Total Full Time Equivalents	11.00	11.00	11.00	12.00	12.00	12.00	12.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
3/4 Ton 4x4 Truck & Snow Plow Hitch		1	2011	Reserve	\$ 5,448	\$ 2,724	\$ -
88" Rear & Side Flail Mower & Boom Mower		1	2012	Reserve	11,290	11,290	5,645
3/4 Ton Truck		1	2015	Purchase	26,000	-	-
Skid Steer Loader		1	2015	Purchase	37,000	-	-
Skid Steer Loader 72" Snow Blower		1	2015	Purchase	7,000	-	-
4 Ton Hot Patcher		1	2016	Purchase	-	47,500	-
Total Capital Outlay					\$ 86,738	\$ 61,514	\$ 5,645

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
ROADWAY MAINTENANCE											
260.3262.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	516,076	540,797	567,969	638,446	178,728	459,718	27.99%	616,956	637,512	699,112
OVERTIME WAGES	4102	16,035	20,304	14,864	17,700	4,395	13,305	24.83%	17,700	18,600	19,600
LONGEVITY	4109	10,500	11,384	10,153	8,939	1,923	7,016	21.51%	5,596	6,000	6,500
FICA	4116	39,936	42,113	42,706	50,877	13,317	37,560	26.17%	48,967	50,653	55,475
IPERS	4117	43,806	49,624	51,998	59,394	16,525	42,869	27.82%	57,173	59,128	69,111
EMPLOYEE INSURANCE	4120	140,684	116,172	111,984	122,981	42,523	80,458	34.58%	131,102	132,651	140,476
WORKERS COMPENSATION	4122	29,984	25,422	26,348	27,770	-	27,770	0.00%	21,768	22,906	24,092
TOTAL PERSONAL SERVICES		797,021	805,816	826,022	926,107	257,411	668,696	27.79%	899,262	927,450	1,014,366
CONTRACTUAL SERVICES											
TOWING & HAULING SERVICES	4223	-	-	-	200	-	200	0.00%	200	200	200
WASTE MANAGEMENT SERVICES	4224	3,811	3,811	4,017	4,000	953	3,047	23.83%	4,000	4,000	4,000
LAND & TREE SERVICES	4227	47,418	40,917	43,953	56,000	18,126	37,874	32.37%	56,000	66,000	66,000
UNIFORM RENTALS	4232	3,986	3,854	4,010	4,800	1,082	3,718	22.54%	4,800	4,800	4,800
ELECTRONICS RENTALS	4235	4,746	4,836	4,836	5,000	1,227	3,773	24.54%	5,000	5,000	5,000
EQUIPMENT & VEHICLE RENTALS	4239	1,013	536	360	2,500	900	1,600	36.00%	2,500	2,500	2,500
COMMUNICATIONS SERVICES	4244	2,994	3,049	2,926	3,200	770	2,430	24.06%	3,200	3,200	3,200
ELECTRIC CHARGES	4247	20,660	22,070	23,626	24,000	5,034	18,966	20.98%	25,000	26,000	27,000
NATURAL GAS CHARGES	4248	21,262	27,797	37,270	33,000	938	32,062	2.84%	33,000	33,000	33,000
GENERAL INSURANCE	4251	91,160	93,518	118,716	115,725	-	115,725	0.00%	115,955	114,278	119,788
DUES, MEMBERSHIPS, & LICENSES	4261	479	720	761	630	56	574	8.89%	800	800	800
TRAINING & EDUCATION	4265	2,655	2,285	2,520	2,400	1,560	840	65.00%	2,400	2,400	2,400
TRAVEL	4266	4,212	3,561	1,187	3,500	1,911	1,589	54.60%	3,500	3,500	3,500
MEETINGS & FOOD	4269	209	194	735	200	319	(119)	159.50%	1,000	1,000	1,000
BUILDING MAINTENANCE SERVICES	4270	17,914	22,537	13,675	27,000	1,273	25,727	4.71%	27,000	27,000	27,000
REVOLVING SERVICES	4271	68,214	69,677	74,867	80,360	9,687	70,673	12.05%	82,007	86,385	93,383
VEHICLE & EQUIPMENT SERVICES	4272	19,863	21,158	6,533	20,000	4,930	15,070	24.65%	20,000	20,000	20,000
ELECTRONICS SERVICES	4273	1,124	528	562	1,250	49	1,201	3.92%	1,250	1,250	1,250
STREET SERVICES	4285	3,325	1,478	5,378	4,000	3,648	352	91.20%	15,000	4,000	4,000
SEWER SERVICES	4286	501	-	-	-	-	-	N/A	-	-	-
POSTAGE & SHIPPING	4296	47	-	40	50	-	50	0.00%	50	50	50
TOTAL CONTRACUTAL SERVICES		315,593	322,526	345,971	387,815	52,463	335,352	13.53%	402,662	405,363	418,871
COMMODITIES											
OFFICE SUPPLIES	4310	198	216	956	500	90	410	18.00%	1,000	1,000	1,000
COPIER/PRINTING SUPPLIES	4311	842	76	209	500	-	500	0.00%	500	500	500
OFFICE EQUIPMENT/FURNITURE	4319	475	94	-	-	-	-	N/A	-	-	-
GASOLINE/FUEL	4321	75,075	108,245	93,422	105,000	16,086	88,914	15.32%	105,000	110,000	115,000
AGRICULTURAL & GARDENING SUPPLIES	4331	680	1,190	86	1,000	-	1,000	0.00%	1,000	1,000	1,000
MISCELLANEOUS SUPPLIES	4339	1,090	1,049	963	1,000	129	871	12.90%	1,000	1,000	1,000
SAFETY EQUIPMENT	4352	3,216	4,751	4,715	4,800	1,942	2,858	40.46%	4,800	4,800	4,800
UNIFORMS	4353	42	-	120	-	-	-	N/A	-	-	-
MINOR EQUIPMENT	4354	7,552	8,562	8,548	7,500	660	6,840	8.80%	7,500	7,500	7,500
BUILDING MAINTENANCE SUPPLIES	4380	14,574	11,715	9,619	10,000	2,972	7,028	29.72%	10,000	10,000	10,000
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	52,061	86,647	95,250	78,609	13,888	64,721	17.67%	78,580	78,828	78,852
ELECTRONICS MAINT SUPPLIES	4383	-	-	18	500	36	464	7.20%	500	500	500
STREET MAINT SUPPLIES	4395	114,664	76,521	49,279	105,000	28,174	76,826	26.83%	120,000	120,000	120,000
TOTAL COMMODITIES		270,469	299,066	263,185	314,409	63,977	250,432	20.35%	329,880	335,128	340,152
CAPITAL OUTLAY											
BUILDING IMPROVEMENTS, REMODELING, EQUIPMENT	4413	-	-	17,610	-	-	-	N/A	-	-	-
SHOP EQUIPMENT	4423	-	13,075	-	-	-	-	N/A	-	-	-
VEHICLES	4427	-	43,855	56,240	26,000	22,760	3,240	87.54%	26,000	-	-
HEAVY MOTORIZED EQUIPMENT	4428	-	34,931	159,600	37,000	34,493	2,507	93.22%	37,000	-	-
OTHER CAPITAL EQUIPMENT	4429	-	8,941	-	7,000	7,212	(212)	103.03%	7,000	47,500	-
TOTAL CAPITAL OUTLAY		-	100,802	233,450	70,000	64,465	5,535	92.09%	70,000	47,500	-
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	28,915	16,738	16,738	16,738	-	16,738	0.00%	16,738	14,014	5,645
TOTAL DEBT SERVICE		28,915	16,738	16,738	16,738	-	16,738	0.00%	16,738	14,014	5,645
TOTAL ROADWAY MAINTENANCE		1,411,998	1,544,948	1,685,367	1,715,069	438,316	1,276,753	25.56%	1,718,542	1,729,455	1,779,034

Program: Public Works		Department: Public Works		Activity: Snow and Ice Control			
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 26,163	\$ 88,687	\$ 114,536	\$ 109,264	\$ 109,264	\$ 116,094	\$ 124,834
Contractual Services	41,593	70,538	49,900	60,897	62,812	58,404	60,948
Commodities	185,633	174,680	208,866	195,273	213,034	218,128	218,137
Capital Outlay	5,450	170,746	-	192,855	192,855	240,000	190,000
Debt Service	269,352	253,316	199,080	156,163	156,163	109,170	39,413
Total Expenditures	\$ 528,191	\$ 757,967	\$ 572,382	\$ 714,452	\$ 734,128	\$ 741,796	\$ 633,332
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
Dump Truck with Snow Plow		1	2010	Reserve	\$ 16,650	\$ -	\$ -
Single Axle Dump Truck		2	2011	Reserve	60,687	30,344	-
Single Axle Dump Truck		1	2012	Reserve	37,897	37,897	18,949
Tandem Axle Dump Truck		1	2012	Reserve	40,929	40,929	20,465
Single Axle Dump Truck with Snow Plow		1	2015	Purchase	192,855	-	-
End Loader Snow Wing		1	2016	Purchase	-	20,000	-
Tandem Axle Dump Truck with Snow Plow		1	2016	Purchase	-	220,000	-
Single Axle Dump Truck with Snow Plow		1	2017	Purchase	-	-	190,000
Total Capital Outlay					\$ 349,018	\$ 349,170	\$ 229,413

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
SNOW AND ICE CONTROL												
260.3263.												
PERSONAL SERVICES												
OVERTIME WAGES	4102	18,670	67,008	86,707	80,000	-	80,000	0.00%	±	80,000	85,000	91,000
FICA	4116	1,375	4,970	6,352	6,120	-	6,120	0.00%	±	6,120	6,503	6,962
IPERS	4117	1,506	5,806	7,737	7,144	-	7,144	0.00%	±	7,144	7,591	8,672
EMPLOYEE INSURANCE	4120	4,612	10,903	13,741	16,000	-	16,000	0.00%	±	16,000	17,000	18,200
TOTAL PERSONAL SERVICES		26,163	88,687	114,537	109,264	-	109,264	0.00%		109,264	116,094	124,834
CONTRACTUAL SERVICES												
LAND & BUILDING RENTALS	4238	6,000	6,000	5,000	6,000	-	6,000	0.00%	±	6,000	-	-
MEETINGS & FOOD	4269	1,000	2,361	2,881	2,000	-	2,000	0.00%	±	2,000	2,000	2,000
REVOLVING SERVICES	4271	16,219	32,859	27,217	37,897	12,880	25,017	33.99%	±	29,812	31,404	33,948
VEHICLE & EQUIPMENT SERVICES	4272	-	350	-	-	119	(119)	N/A		-	-	-
POSTAGE & SHIPPING	4296	-	-	-	-	-	-	N/A		-	-	-
MISCELLANEOUS SERVICES	4299	18,374	28,968	14,802	15,000	-	15,000	0.00%	±	25,000	25,000	25,000
TOTAL CONTRACUTAL SERVICES		41,593	70,538	49,900	60,897	12,999	47,898	21.35%		62,812	58,404	60,948
COMMODITIES												
MISCELLANEOUS SUPPLIES	4339	355	303	229	300	-	300	0.00%	±	300	300	300
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	62,609	50,012	43,493	49,973	3,162	46,811	6.33%	±	47,734	47,828	47,837
STREET MAINT SUPPLIES	4395	122,669	124,365	165,144	145,000	152,877	(7,877)	105.43%	±	165,000	170,000	170,000
TOTAL COMMODITIES		185,633	174,680	208,866	195,273	156,039	39,234	79.91%		213,034	218,128	218,137
CAPITAL OUTLAY												
HEAVY MOTORIZED EQUIPMENT	4428	-	170,746	-	192,855	93,195	99,660	48.32%	±	192,855	240,000	190,000
OTHER CAPITAL EQUIPMENT	4429	5,450	-	-	-	-	-	N/A		-	-	-
TOTAL CAPITAL OUTLAY		5,450	170,746	-	192,855	93,195	99,660	48.32%		192,855	240,000	190,000
DEBT SERVICE												
EQUIPMENT RESERVE PAYMENTS	4595	269,352	253,316	199,080	156,163	-	156,163	0.00%	±	156,163	109,170	39,413
TOTAL DEBT SERVICE		269,352	253,316	199,080	156,163	-	156,163	0.00%		156,163	109,170	39,413
TOTAL SNOW AND ICE CONTROL		528,191	757,967	572,383	714,452	262,233	452,219	36.70%		734,128	741,796	633,332

Program:		Department:				Activity:	
Public Works		Public Works				Traffic Safety	
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 227,709	\$ 232,537	\$ 242,266	\$ 255,531	\$ 243,632	\$ 236,390	\$ 263,507
Contractual Services	70,630	104,071	42,975	107,769	184,862	122,893	124,941
Commodities	82,432	81,111	97,703	106,313	105,815	105,317	105,317
Capital Outlay	33,624	35,744	26,337	36,160	36,160	-	-
Debt Service	24,404	35,277	35,277	28,512	28,512	21,747	10,874
Total Expenditures	\$ 438,799	\$ 488,740	\$ 444,558	\$ 534,285	\$ 598,981	\$ 486,347	\$ 504,639
Personnel Summary:							
Traffic Signal Technician Leader	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Traffic Signal Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Traffic Sign Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
Sign Maintenance Truck	1	2010	Reserve	\$ 6,765	\$ -	\$ -	
Single Axle Truck with Aerial Lift	1	2012	Reserve	21,747	21,747	10,874	
Traffic Signal Battery Backups	4	2015	Purchase	36,160	-	-	
Total Capital Outlay				\$ 64,672	\$ 21,747	\$ 10,874	

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
TRAFFIC SAFETY												
260.3265.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	154,789	162,066	172,466	177,802	62,299	115,503	35.04%	±	171,528	161,631	181,459
OVERTIME WAGES	4102	4,189	6,845	5,115	6,300	1,555	4,745	24.68%		6,300	6,700	7,100
TEMPORARY WAGES	4103	-	-	-	-	-	-	N/A		-	-	-
LONGEVITY	4109	4,923	5,000	5,346	5,500	1,385	4,115	25.18%		3,577	3,000	3,461
FICA	4116	12,240	12,984	13,423	14,505	4,826	9,679	33.27%	±	13,848	13,108	14,690
IPERS	4117	13,227	15,078	16,335	16,931	4,194	12,737	24.77%		14,567	15,300	18,300
EMPLOYEE INSURANCE	4120	38,341	30,564	29,581	34,493	8,796	25,697	25.50%		33,812	36,651	38,497
TOTAL PERSONAL SERVICES		227,709	232,537	242,266	255,531	83,055	172,476	32.50%		243,632	236,390	263,507
CONTRACTUAL SERVICES												
COMMUNICATIONS SERVICES	4244	391	-	-	-	-	-	N/A		-	-	-
ELECTRIC CHARGES	4247	11,625	13,541	17,731	17,000	4,490	12,510	26.41%		22,000	24,000	26,000
DUES, MEMBERSHIPS, & LICENSES	4261	80	140	140	200	-	200	0.00%	±	200	200	200
REVOLVING SERVICES	4271	267	2,141	514	2,469	-	2,469	0.00%	±	562	593	641
VEHICLE & EQUIPMENT SERVICES	4272	-	-	195	-	-	-	N/A		-	-	-
STREET SERVICES	4285	49,362	84,591	22,173	80,000	91,165	(11,165)	113.96%	±	154,000	90,000	90,000
LIGHTS & SIGNALS SERVICES	4288	8,853	3,658	2,222	8,000	-	8,000	0.00%	±	8,000	8,000	8,000
POSTAGE & SHIPPING	4296	52	-	-	100	-	100	0.00%	±	100	100	100
TOTAL CONTRACUTAL SERVICES		70,630	104,071	42,975	107,769	95,655	12,114	88.76%		184,862	122,893	124,941
COMMODITIES												
OFFICE SUPPLIES	4310	-	-	-	100	-	100	0.00%	±	100	100	100
MINOR EQUIPMENT	4354	-	3,150	-	4,000	-	4,000	0.00%	±	4,000	4,000	4,000
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	447	560	188	1,713	-	1,713	0.00%	±	1,215	1,217	1,217
STREET MAINT SUPPLIES	4395	214	1,059	607	500	13	487	2.60%	±	500	-	-
LIGHTS & SIGNALS MAINT SUPPLIES	4398	81,771	76,341	96,908	100,000	44,680	55,320	44.68%	±	100,000	100,000	100,000
TOTAL COMMODITIES		82,432	81,110	97,703	106,313	44,693	61,620	42.04%		105,815	105,317	105,317
CAPITAL OUTLAY												
OTHER CAPITAL EQUIPMENT	4429	6,153	10,271	-	-	-	-	N/A		-	-	-
STREET LIGHTS & SIGNALS	4456	27,471	25,473	26,337	36,160	-	36,160	0.00%	±	36,160	-	-
TOTAL CAPITAL OUTLAY		33,624	35,744	26,337	36,160	-	36,160	0.00%		36,160	-	-
DEBT SERVICE												
EQUIPMENT RESERVE PAYMENTS	4595	24,404	35,277	35,277	28,512	-	28,512	0.00%	±	28,512	21,747	10,874
TOTAL DEBT SERVICE		24,404	35,277	35,277	28,512	-	28,512	0.00%		28,512	21,747	10,874
TOTAL TRAFFIC SAFETY		438,799	488,739	444,558	534,285	223,403	310,882	41.81%		598,981	486,347	504,639

Program: Nonprogram		Department: Public Works				Activity: Central Garage	
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	415	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	1,069,235	1,069,316	1,070,413	1,125,908	1,128,706	1,173,606	1,225,756
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	15,474	14,868	15,507	15,000	15,000	15,000	15,000
Total Revenues	\$ 1,084,709	\$ 1,084,184	\$ 1,086,335	\$ 1,140,908	\$ 1,143,706	\$ 1,188,606	\$ 1,240,756
Expenditure Summary:							
Personal Services	\$ 263,955	\$ 273,286	\$ 289,459	\$ 315,186	317,066	\$ 333,995	\$ 361,051
Contractual Services	19,662	12,517	15,965	17,722	17,640	19,611	19,705
Commodities	701,566	709,731	775,088	793,000	794,000	820,000	845,000
Capital Outlay	37,630	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,022,813	\$ 995,534	\$ 1,080,512	\$ 1,125,908	\$ 1,128,706	\$ 1,173,606	\$ 1,225,756
Personnel Summary:							
Foreman	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	-	-	1.00	1.00	1.00	1.00	1.00
Mechanic	3.00	3.00	2.00	2.00	2.00	2.00	2.00
Total Full Time Equivalents	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Capital Outlay Summary:							
	Quantity	Schedule	Purchase/	2014-15		2015-16	2016-17
		Year	Reserve	Revised		Budget	Projected
None	-	-	-	\$ -		\$ -	\$ -
Total Capital Outlay				\$ -		\$ -	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
CENTRAL GARAGE												
710.5710.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	175,561	187,881	205,055	219,249	59,029	160,220	26.92%		219,249	231,982 *	251,297
OVERTIME WAGES	4102	1,993	4,797	1,574	3,600	-	3,600	0.00%	±	3,600	3,800 *	4,000
LONGEVITY	4109	1,500	1,981	2,846	3,308	808	2,500	24.43%	±	3,288	3,500 *	3,500
FICA	4116	13,159	14,208	15,125	17,301	4,323	12,978	24.99%		17,299	18,306 *	19,797
IPERS	4117	14,450	16,877	18,701	20,195	5,343	14,852	26.46%		20,193	21,367 *	24,663
EMPLOYEE INSURANCE	4120	53,620	44,051	42,789	47,982	13,464	34,518	28.06%		50,580 *	52,034 *	54,632
WORKERS COMPENSATION	4122	3,673	3,491	3,370	3,551	-	3,551	0.00%	±	2,857	3,006	3,162
TOTAL PERSONAL SERVICES		263,956	273,286	289,460	315,186	82,967	232,219	26.32%		317,066	333,995	361,051
CONTRACTUAL SERVICES												
COMPUTER SERVICES	4215	2,995	2,995	2,995	3,000	-	3,000	0.00%	±	3,000	5,000 !	5,000
WASTE MANAGEMENT SERVICES	4224	2,432	287	824	1,000	55	945	5.50%	±	1,000	1,000	1,000
UNIFORM RENTALS	4232	1,048	1,000	939	1,250	357	893	28.56%		1,250	1,250	1,250
ELECTRONICS RENTALS	4235	324	324	324	325	81	244	24.92%		325	325	325
COMMUNICATIONS SERVICES	4244	480	480	480	480	129	351	26.88%		480	480	480
GENERAL INSURANCE	4251	2,042	2,064	2,120	2,067	-	2,067	0.00%	±	1,985	1,956	2,050
DUES, MEMBERSHIPS, & LICENSES	4261	253	342	40	500	200	300	40.00%	±	500	500	500
TRAINING & EDUCATION	4265	945	-	-	500	-	500	0.00%	±	500	500	500
TRAVEL	4266	365	-	-	600	-	600	0.00%	±	600	600	600
BUILDING MAINTENANCE SERVICES	4270	4,497	1,644	3,954	3,000	-	3,000	0.00%	±	3,000	3,000	3,000
VEHICLE & EQUIPMENT SERVICES	4272	4,281	3,380	4,290	5,000	571	4,429	11.42%	±	5,000	5,000	5,000
TOTAL CONTRACUTAL SERVICES		19,662	12,516	15,966	17,722	1,393	16,329	7.86%		17,640	19,611	19,705
COMMODITIES												
OFFICE SUPPLIES	4310	-	-	-	500	-	500	0.00%	±	500	500	500
GASOLINE/FUEL	4321	625,920	635,229	693,581	700,000	124,427	575,573	17.78%	±	700,000	725,000 *	750,000
OILS & LUBRICANTS	4322	30,816	34,263	35,101	38,000	6,373	31,627	16.77%	±	38,000	39,000	39,000
MEDICAL & FIRST-AID SUPPLIES	4333	-	-	-	500	-	500	0.00%	±	500	500	500
WELDING SUPPLIES	4334	5,350	7,459	7,079	7,000	2,100	4,900	30.00%	±	8,000 !	8,000 !	8,000
SAFETY EQUIPMENT	4352	1,508	1,397	1,788	1,500	545	955	36.33%	±	1,500	1,500	1,500
MINOR EQUIPMENT	4354	10,425	6,704	9,500	10,000	3,706	6,294	37.06%	±	10,000	10,000	10,000
BUILDING MAINTENANCE SUPPLIES	4380	3,262	172	443	500	354	146	70.80%	±	500	500	500
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	24,285	24,506	27,596	35,000	5,896	29,104	16.85%	±	35,000	35,000	35,000
TOTAL COMMODITIES		701,566	709,730	775,087	793,000	143,401	649,599	18.08%		794,000	820,000	845,000
CAPITAL OUTLAY												
OFFICE EQUIPMENT	4420	37,630	-	-	-	-	-	N/A		-	-	-
SHOP EQUIPMENT	4423	-	-	-	-	-	-	N/A		-	-	-
VEHICLES	4427	-	-	-	-	-	-	N/A		-	-	-
TOTAL CAPITAL OUTLAY		37,630	-	-	-	-	-	N/A		-	-	-
DEBT SERVICE												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A		-	-	-
TOTAL CENTRAL GARAGE		1,022,814	995,532	1,080,514	1,125,908	227,761	898,147	20.23%		1,128,706	1,173,606	1,225,756

Program:
Enterprise

Department:
Municipal Utilities - Water

Activity:
Administration

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	67,946	79,535	64,841	57,000	59,877	60,877	60,877
Intergovernmental	-	-	-	-	-	-	-
Service Charges	7,237,562	8,375,735	8,929,936	8,433,709	8,542,708	8,769,851	8,854,300
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	515,277	664,424	753,692	625,000	699,000	649,000	675,000
Total Revenues	\$ 7,820,785	\$ 9,119,694	\$ 9,748,469	\$ 9,115,709	\$ 9,301,585	\$ 9,479,728	\$ 9,590,177
Expenditure Summary:							
Personal Services	\$ 294,985	\$ 317,671	\$ 281,418	\$ 264,736	\$ 264,444	279,356	299,422
Contractual Services	862,022	939,771	995,508	1,159,868	1,322,625	1,302,841	1,252,549
Commodities	2,361,963	2,723,158	2,719,818	2,989,759	2,991,636	3,162,387	3,317,423
Capital Outlay	-	-	12,569	-	-	-	-
Debt Service	893,078	854,596	846,560	863,699	838,737	891,072	942,083
Total Expenditures	\$ 4,412,048	\$ 4,835,196	\$ 4,855,873	\$ 5,278,062	\$ 5,417,442	\$ 5,635,656	\$ 5,811,477
Personnel Summary:							
Municipal Utilities Director	0.50	0.50	-	-	-	-	-
Public Works/Municipal Utilities Director	-	-	0.33	0.33	0.33	0.33	0.33
Utilities Administrator	-	-	0.50	0.50	0.50	0.50	0.50
Water Administrator	1.00	-	-	-	-	-	-
Customer Service Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Customer Service Representative	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	3.50	2.50	2.83	2.83	2.83	2.83	2.83
Capital Outlay Summary:							
		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
WATER ADMINISTRATION					Budget		Balance				
510.3510.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	207,105	194,156	175,506	191,329	47,689	143,640	24.93%	191,325	202,834 *	217,159
OVERTIME WAGES	4102	141	546	286	2,100	46	2,054	2.19%	2,000	2,000	2,000
EARLY RETIREMENT INCENTIVE	4108	-	53,899	42,320	-	-	-	N/A	-	-	-
LONGEVITY	4109	3,750	2,500	2,182	2,673	644	2,029	24.09%	2,654	2,750	2,750
FICA	4116	16,180	13,916	12,523	14,938	3,595	11,343	24.07%	15,095	16,007 *	17,104
IPERS	4117	17,558	16,332	15,353	17,511	4,327	13,184	24.71%	17,501	18,538 *	21,148
DEFERRED COMPENSATION	4119	2,500	2,500	2,256	1,333	359	974	26.93%	1,333	1,667 !	1,667
EMPLOYEE INSURANCE	4120	44,410	32,566	29,451	33,227	8,988	24,239	27.05%	33,340	34,301 *	36,270
WORKERS COMPENSATION	4122	3,340	1,257	1,542	1,625	-	1,625	0.00%	1,196	1,259	1,324
TOTAL PERSONAL SERVICES		294,984	317,672	281,419	264,736	65,648	199,088	24.80%	264,444	279,356 *	299,422
CONTRACTUAL SERVICES											
ARCHITECTURAL & ENGINEERING	4210	-	-	2,586	5,000	22,403	(17,403)	448.06%	155,000 !	115,000 !	15,000
CONSULTING & MANAGEMENT	4211	-	495	-	500	-	500	0.00%	500	500	500
LEGAL & RECORDING SERVICES	4212	1,123	4,292	5,646	3,000	1,110	1,890	37.00%	5,000 !	5,000 !	5,000
FINANCIAL SERVICES	4214	48,277	60,517	72,946	80,400	20,095	60,305	24.99%	90,000 !	97,000 !	104,000
COMPUTER SERVICES	4215	6,997	8,196	7,536	8,100	1,600	6,500	19.75%	8,950 !	9,250 !	9,550
PRINTING SERVICES	4221	24,513	22,809	13,578	33,000	2,943	30,057	8.92%	33,000	34,000 *	35,000
WASTE MANAGEMENT SERVICES	4224	-	-	-	-	-	-	N/A	-	-	-
ELECTRONICS RENTALS	4235	1,404	1,404	1,404	1,500	351	1,149	23.40%	1,500	1,500	1,500
LAND & BUILDING RENTALS	4238	58,800	62,180	62,180	62,180	15,545	46,635	25.00%	62,180	62,180	62,180
ADVERTISING & PUBLICATION	4240	-	-	-	1,000	-	1,000	0.00%	1,000	1,000	1,000
COMMUNICATIONS SERVICES	4244	14,943	16,302	17,927	20,000	4,688	15,312	23.44%	20,000	20,000	20,000
ELECTRIC CHARGES	4247	76,963	76,435	102,771	110,000	24,145	85,855	21.95%	110,000	115,000 *	120,000
NATURAL GAS CHARGES	4248	1,025	1,759	2,321	2,000	93	1,907	4.65%	2,500 !	2,500 !	2,500
GENERAL INSURANCE	4251	37,524	37,696	36,875	35,946	-	35,946	0.00%	36,340	35,814	37,541
DUES, MEMBERSHIPS, & LICENSES	4261	2,292	2,910	2,283	3,000	376	2,624	12.53%	3,000	3,000	3,000
TRAINING & EDUCATION	4265	1,835	1,345	350	1,500	-	1,500	0.00%	1,500	1,500	1,500
TRAVEL	4266	817	107	51	1,000	-	1,000	0.00%	1,000	1,000	1,000
MEETINGS & FOOD	4269	-	371	367	500	-	500	0.00%	500	500	500
BUILDING MAINTENANCE SERVICES	4270	2,861	3,546	2,850	4,000	720	3,280	18.00%	4,000	4,000	4,000
REVOLVING SERVICES	4271	27,620	28,667	29,676	32,047	7,469	24,578	23.31%	33,405 *	34,647 *	37,428
VEHICLE & EQUIPMENT SERVICES	4272	193	27	26	250	-	250	0.00%	250	250	250
ELECTRONICS SERVICES	4273	619	80	271	500	20	480	4.00%	500	500	500
WATER SYSTEM SERVICES	4282	81,338	80,929	77,326	110,000	-	110,000	0.00%	110,000	110,000	110,000
CONTRIBUTIONS-PAY TO OTHERS	4291	5,357	5,424	5,323	31,545	28,729	2,816	91.07%	28,800	5,400	5,400
SALES, PROPERTY AND OTHER TAXES	4295	422,935	484,173	496,305	565,400	129,952	435,448	22.98%	563,200	590,800 *	620,700
POSTAGE & SHIPPING	4296	42,288	36,200	44,079	45,000	10,849	34,151	24.11%	48,000 *	50,000 !	52,000
REFUNDS	4297	2,300	3,908	10,830	2,500	-	2,500	0.00%	2,500	2,500	2,500
TOTAL CONTRACUTAL SERVICES		862,024	939,772	995,507	1,159,868	271,088	888,780	23.37%	1,322,625	1,302,841	1,252,549
COMMODITIES											
OFFICE SUPPLIES	4310	625	300	1,776	3,000	363	2,637	12.10%	3,000	4,100 !	3,000
PERIODICALS/BOOKS/MANUALS	4315	-	-	291	600	-	600	0.00%	600	600	600
OFFICE EQUIPMENT/FURNITURE	4319	-	-	516	-	-	-	N/A	-	-	-
GASOLINE/FUEL	4321	-	-	63	-	84	(84)	N/A	500 !	500 !	500
MISCELLANEOUS SUPPLIES	4339	-	(85)	103	-	94	(94)	N/A	-	-	-
UNIFORMS	4353	-	-	249	250	-	250	0.00%	250	250	250
MINOR EQUIPMENT	4354	153	-	-	-	-	-	N/A	-	-	-
WATER FOR RESALE	4376	2,350,633	2,710,833	2,701,146	2,969,607	398,308	2,571,299	13.41%	2,969,607	3,133,943 *	3,297,949
BUILDING MAINTENANCE SUPPLIES	4380	-	-	-	-	-	-	N/A	-	-	-
REVOLVING SUPPLIES	4381	9,930	11,625	15,059	15,611	2,930	12,681	18.77%	16,883 *	22,193 !	14,323
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	623	486	617	691	68	623	9.84%	796 !	801 !	801
TOTAL COMMODITIES		2,361,964	2,723,159	2,719,820	2,989,759	401,847	2,587,912	13.44%	2,991,636	3,162,387 *	3,317,423
CAPITAL OUTLAY											
BUILDING IMPROVEMENTS, REMODELING, EQUIPMENT	4413	-	-	12,569	-	-	-	N/A	-	-	-
OFFICE EQUIPMENT	4420	-	-	-	-	-	-	N/A	-	-	-
OTHER CAPITAL EQUIPMENT	4429	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	12,569	-	-	-	N/A	-	-	-
DEBT SERVICE											
OTHER DEBT SERVICE PAYMENTS	4593	893,078	854,596	846,560	863,699	215,258	648,441	24.92%	838,737	891,072 *	942,083
TOTAL DEBT SERVICE		893,078	854,596	846,560	863,699	215,258	648,441	24.92%	838,737	891,072 *	942,083
TOTAL WATER ADMINISTRATION		4,412,050	4,835,199	4,855,875	5,278,062	953,841	4,324,221	18.07%	5,417,442	5,635,656 *	5,811,477

Program:		Department:				Activity:	
Enterprise		Municipal Utilities - Water				Maintenance	
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	8,779	-	-	-	-
Total Revenues	\$ -	\$ -	\$ 8,779	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 546,805	\$ 594,053	\$ 697,593	\$ 715,113	\$ 728,577	826,625	888,234
Contractual Services	50,061	278,479	99,980	93,228	164,001	122,661	123,717
Commodities	312,685	412,393	435,370	409,179	464,135	461,171	460,174
Capital Outlay	-	-	13,209	19,500	19,500	75,000	84,500
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 909,551	\$ 1,284,925	\$ 1,246,152	\$ 1,237,020	\$ 1,376,213	\$ 1,485,457	\$ 1,556,625
Personnel Summary:							
Utilities Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utilities Operator III	1.00	1.00	1.00	2.00	2.00	2.00	2.00
Utilities Operator II	3.00	3.00	5.00	4.00	4.00	4.00	4.00
Utilities Operator I	2.00	2.00	-	-	-	1.00	1.00
Water Operator Assistant	-	-	1.00	1.00	1.00	-	-
Total Full Time Equivalents	7.00	7.00	8.00	8.00	8.00	8.00	8.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
1/2 Ton 4WD Truck	1	2015	Purchase	\$ 19,500	\$ -	\$ -	
1/2 Ton Truck	1	2016	Purchase	-	18,500	-	
Trailer Mounted Valve Operating Machine	1	2016	Purchase	-	56,500	-	
1/2 Ton Truck	1	2017	Purchase	-	-	17,500	
1/2 Ton Truck	1	2017	Purchase	-	-	16,500	
1-Ton Flatbed Truck	1	2017	Purchase	-	-	50,500	
Total Capital Outlay				\$ 19,500	\$ 75,000	\$ 84,500	

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										REVISED	PROPOSED	PROJECTED
										FY2015	FY2016	FY2017
WATER MAINTENANCE		FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Adopted Budget	As of 9/30 2014	Remaining FY15 Balance	% Expended				
510.3512.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	339,762	372,153	439,357	453,929	123,685	330,244	27.25%		456,573	522,101	561,112
OVERTIME WAGES	4102	29,314	49,853	60,198	53,000	11,623	41,377	21.93%	±	58,000	61,000	65,000
LONGEVITY	4109	7,173	8,000	8,557	9,000	2,423	6,577	26.92%		9,000	12,173	13,039
FICA	4116	27,903	31,929	37,462	39,468	10,088	29,380	25.56%		40,053	45,539	48,896
IPERS	4117	30,363	37,282	44,987	46,070	12,299	33,771	26.70%		46,752	53,157	60,912
EMPLOYEE INSURANCE	4120	104,101	87,044	98,912	105,088	29,519	75,569	28.09%		110,978	125,057	131,283
WORKERS COMPENSATION	4122	8,189	7,793	8,119	8,558	-	8,558	0.00%	±	7,221	7,598	7,992
TOTAL PERSONAL SERVICES		546,805	594,054	697,592	715,113	189,637	525,476	26.52%		728,577	826,625	888,234
CONTRACTUAL SERVICES												
LAB & TESTING SERVICES	4225	13,264	9,365	12,220	17,000	3,426	13,574	20.15%	±	17,000	34,000	34,000
LAND & TREE SERVICES	4227	3,724	2,099	2,320	4,200	886	3,314	21.10%	±	4,200	4,200	4,200
UNIFORM RENTALS	4232	1,892	1,881	1,926	2,700	529	2,171	19.59%	±	2,700	2,700	2,700
EQUIPMENT & VEHICLE RENTALS	4239	-	-	-	750	-	750	0.00%	±	750	750	750
COMMUNICATIONS SERVICES	4244	480	480	480	480	1,551	(1,071)	323.13%	±	480	480	480
TRAINING & EDUCATION	4265	590	1,208	700	1,500	690	810	46.00%	±	1,500	1,500	1,500
BUILDING MAINTENANCE SERVICES	4270	5,475	5,061	6,465	5,000	950	4,050	19.00%	±	26,000	5,000	5,000
REVOLVING SERVICES	4271	12,589	10,924	11,294	12,598	3,302	9,296	26.21%		12,371	13,031	14,087
VEHICLE & EQUIPMENT SERVICES	4272	3,155	2,576	14,284	4,000	44,039	(40,039)	1100.98%	±	49,000	4,000	4,000
TOWERS SERVICES	4281	-	13,000	-	-	-	-	N/A		-	7,000	7,000
WATER SYSTEM SERVICES	4282	8,892	21,434	27,406	20,000	-	20,000	0.00%	±	25,000	25,000	25,000
PUMP STATION SERVICES	4283	-	-	-	-	-	-	N/A		-	-	-
WELL SERVICES	4284	-	210,451	22,885	25,000	-	25,000	0.00%	±	25,000	25,000	25,000
TOTAL CONTRACUTAL SERVICES		50,061	278,479	99,980	93,228	55,373	37,855	59.40%		164,001	122,661	123,717
COMMODITIES												
GASOLINE/FUEL	4321	34,354	30,528	31,353	37,000	7,711	29,289	20.84%	±	36,000	37,000	38,000
CHEMICALS & LAB SUPPLIES	4332	15,609	18,142	29,765	35,000	9,835	25,165	28.10%		35,000	35,000	35,000
SAFETY EQUIPMENT	4352	1,849	2,442	2,686	5,000	191	4,809	3.82%	±	5,000	2,500	2,500
UNIFORMS	4353	-	-	-	-	-	-	N/A		-	-	-
MINOR EQUIPMENT	4354	2,146	478	15,060	9,000	1,332	7,668	14.80%	±	5,000	9,000	7,000
BUILDING MAINTENANCE SUPPLIES	4380	2,176	2,111	53	5,000	247	4,753	4.94%	±	5,000	5,000	5,000
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	12,127	7,816	10,384	9,679	2,124	7,555	21.94%	±	9,135	9,171	9,174
TOWER MAINT SUPPLIES	4391	42	-	-	1,000	-	1,000	0.00%	±	1,000	1,000	1,000
WATER SYSTEM MAINT SUPPLIES	4392	33,677	52,463	51,161	50,000	15,156	34,844	30.31%	±	55,000	55,000	55,000
PUMP STATIONS MAINT SUPPLIES	4393	1,294	496	229	3,000	-	3,000	0.00%	±	3,000	3,000	3,000
WELL MAINT SUPPLIES	4394	1,389	3,396	4,426	4,500	453	4,047	10.07%	±	10,000	4,500	4,500
WATER METER MAINT SUPPLIES	4397	208,022	294,521	290,254	250,000	68,843	181,157	27.54%		300,000	300,000	300,000
TOTAL COMMODITIES		312,685	412,393	435,371	409,179	105,892	303,287	25.88%		464,135	461,171	460,174
CAPITAL OUTLAY												
BUILDING IMPROVEMENTS, REMODELING, EQUIPMENT	4413	-	-	-	-	-	-	N/A		-	-	-
VEHICLES	4427	-	-	-	19,500	-	19,500	0.00%	±	19,500	18,500	34,000
HEAVY MOTORIZED EQUIPMENT	4428	-	-	-	-	-	-	N/A		-	-	50,500
OTHER CAPITAL EQUIPMENT	4429	-	-	6,500	-	-	-	N/A		-	56,500	-
WATER INFRASTRUCTURE	4450	-	-	6,709	-	-	-	N/A		-	-	-
PLANT & PUMP STATIONS	4458	-	-	-	-	-	-	N/A		-	-	-
OTHER CAPITAL IMPROVEMENTS	4459	-	-	-	-	-	-	N/A		-	-	-
TOTAL CAPITAL OUTLAY		-	-	13,209	19,500	-	19,500	0.00%		19,500	75,000	84,500
DEBT SERVICE												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A		-	-	-
TOTAL WATER MAINTENANCE		909,551	1,284,926	1,246,152	1,237,020	350,902	886,118	28.37%		1,376,213	1,485,457	1,556,625

Program: Enterprise	Department: Municipal Utilities - Sewer					Activity: Administration	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	1,500	1,500	396	-	-	-	-
Use of Money & Property	11,682	9,567	9,590	5,000	8,000	8,000	8,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	9,508,003	10,453,303	11,940,342	11,672,685	11,883,285	12,244,752	12,844,600
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	142,304	271,899	286,255	178,000	168,000	175,000	184,000
Total Revenues	\$ 9,663,489	\$ 10,736,269	\$ 12,236,583	\$ 11,855,685	\$ 12,059,285	\$ 12,427,752	\$ 13,036,600
Expenditure Summary:							
Personal Services	\$ 427,447	\$ 437,313	\$ 507,021	\$ 395,767	\$ 390,518	414,474	451,695
Contractual Services	4,182,562	4,453,627	5,607,125	6,907,975	6,625,302	7,575,266	7,938,015
Commodities	11,808	13,261	16,710	18,748	20,401	26,811	17,841
Capital Outlay	44,209	17,758	-	-	-	-	-
Debt Service	-	992	992	992	992	992	992
Total Expenditures	\$ 4,666,026	\$ 4,922,951	\$ 6,131,848	\$ 7,323,482	\$ 7,037,213	\$ 8,017,543	\$ 8,408,543
Personnel Summary:							
Municipal Utilities Director	0.50	0.50	-	-	-	-	-
Public Works/Municipal Utilities Director	-	-	0.33	0.33	0.33	0.33	0.33
Utilities Administrator	-	-	0.50	0.50	0.50	0.50	0.50
Wastewater Administrator	1.00	1.00	-	-	-	-	-
Engineering Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Customer Service Representative	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Meter Reader	1.00	1.00	1.00	1.00	1.00	1.00	-
Total Full Time Equivalents	6.50	6.50	5.83	5.83	5.83	5.83	4.83
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
Hybrid Sedan		1	2013	Reserve	\$ 992	\$ 992	\$ 992
Total Capital Outlay					\$ 992	\$ 992	\$ 992

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
SEWER ADMINISTRATION											
550.3550.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	298,798	320,369	309,966	283,064	73,484	209,580	25.96%	275,901	293,398	320,487
OVERTIME WAGES	4102	1,281	1,027	1,277	1,700	211	1,489	12.41%	3,000	3,200	3,400
EARLY RETIREMENT INCENTIVE	4108	-	-	81,313	-	-	-	N/A	-	-	-
LONGEVITY	4109	4,250	4,731	3,606	2,269	606	1,663	26.71%	2,250	3,231	3,250
FICA	4116	21,798	23,882	22,222	21,895	5,481	16,414	25.03%	21,611	23,064	25,154
IPERS	4117	24,028	28,315	27,232	25,632	6,640	18,992	25.91%	25,107	26,777	31,175
DEFERRED COMPENSATION	4119	2,500	2,500	2,250	1,333	359	974	26.93%	1,334	1,667	1,667
EMPLOYEE INSURANCE	4120	72,249	54,040	56,799	57,390	16,268	41,122	28.35%	58,804	60,495	63,783
WORKERS COMPENSATION	4122	2,543	2,450	2,356	2,484	-	2,484	0.00%	2,511	2,642	2,779
TOTAL PERSONAL SERVICES		427,447	437,314	507,021	395,767	103,049	292,718	26.04%	390,518	414,474	451,695
CONTRACTUAL SERVICES											
ARCHITECTURAL & ENGINEERING	4210	(741)	-	24,182	15,000	962	14,038	6.41%	15,000	15,000	15,000
LEGAL & RECORDING SERVICES	4212	1,814	825	2,771	3,000	45	2,955	1.50%	3,000	3,000	3,000
FINANCIAL SERVICES	4214	52,027	62,003	72,946	80,400	20,095	60,305	24.99%	90,000	97,000	104,000
COMPUTER SERVICES	4215	9,672	8,946	9,036	7,800	750	7,050	9.62%	8,100	8,400	8,700
PRINTING SERVICES	4221	22,596	21,980	12,425	33,000	2,943	30,057	8.92%	33,000	34,000	35,000
ELECTRONICS RENTALS	4235	1,290	1,290	1,290	1,300	323	977	24.85%	1,300	1,300	1,300
LAND & BUILDING RENTALS	4238	58,800	62,180	62,180	62,180	15,545	46,635	25.00%	62,180	62,180	62,180
ADVERTISING & PUBLICATION	4240	26	155	-	100	-	100	0.00%	100	100	100
COMMUNICATIONS SERVICES	4244	3,570	3,671	3,404	4,000	745	3,255	18.63%	4,000	4,000	4,000
ELECTRIC CHARGES	4247	120,290	134,170	96,148	50,000	6,404	43,596	12.81%	35,000	35,000	35,000
NATURAL GAS CHARGES	4248	15,286	17,579	15,429	24,000	257	23,743	1.07%	20,000	20,000	20,000
GENERAL INSURANCE	4251	41,371	42,846	40,458	39,439	-	39,439	0.00%	39,545	38,973	40,852
PROPERTY & LIABILITY CLAIMS	4256	-	-	615	-	-	-	N/A	-	-	-
DUES, MEMBERSHIPS, & LICENSES	4261	1,866	2,384	1,285	3,000	739	2,261	24.63%	3,000	2,000	2,000
TRAINING & EDUCATION	4265	470	360	1,696	3,250	125	3,125	3.85%	3,250	3,250	3,250
TRAVEL	4266	332	4	181	1,600	64	1,536	4.00%	1,600	1,600	1,600
BUILDING MAINTENANCE SERVICES	4270	709	862	842	1,000	207	793	20.70%	1,000	1,000	1,000
REVOLVING SERVICES	4271	26,975	27,863	28,176	31,120	7,242	23,878	23.27%	31,812	33,416	36,058
ELECTRONICS SERVICES	4273	583	582	738	1,000	71	929	7.10%	1,000	1,000	1,000
CONTRIBUTIONS-PAY TO OTHERS	4291	3,547,337	3,830,973	4,843,272	6,292,386	1,863,114	4,429,272	29.61%	5,972,215	6,947,247	7,286,275
REIMBURSEMENTS	4293	78,807	28,050	147,436	-	43,902	(43,902)	N/A	45,000	-	-
SALES, PROPERTY AND OTHER TAXES	4295	157,990	169,129	192,860	207,400	48,955	158,445	23.60%	205,200	214,800	223,700
POSTAGE & SHIPPING	4296	40,494	37,574	41,050	45,000	11,045	33,955	24.54%	48,000	50,000	52,000
REFUNDS	4297	1,000	200	8,704	2,000	-	2,000	0.00%	2,000	2,000	2,000
TOTAL CONTRACUTAL SERVICES		4,182,564	4,453,626	5,607,124	6,907,975	2,023,533	4,884,442	29.29%	6,625,302	7,575,266	7,938,015
COMMODITIES											
OFFICE SUPPLIES	4310	1,305	1,104	980	2,000	-	2,000	0.00%	2,000	3,100	2,000
PERIODICALS/BOOKS/MANUALS	4315	220	-	-	500	-	500	0.00%	500	500	500
OFFICE EQUIPMENT/FURNITURE	4319	-	-	319	-	-	-	N/A	-	-	-
GASOLINE/FUEL	4321	-	-	63	-	84	(84)	N/A	500	500	500
MISCELLANEOUS SUPPLIES	4339	254	425	249	250	48	202	19.20%	250	250	250
MINOR EQUIPMENT	4354	-	-	26	-	110	(110)	N/A	-	-	-
REVOLVING SUPPLIES	4381	9,930	11,625	15,059	15,611	2,930	12,681	18.77%	16,883	22,193	14,323
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	41	108	15	387	10	377	2.58%	268	268	268
ELECTRONICS MAINT SUPPLIES	4383	58	-	-	-	-	-	N/A	-	-	-
TOTAL COMMODITIES		11,808	13,262	16,711	18,748	3,182	15,566	16.97%	20,401	26,811	17,841
CAPITAL OUTLAY											
BUILDING IMPROVEMENTS, REMODELING, EQUIPMENT	4413	44,209	-	-	-	-	-	N/A	-	-	-
OFFICE EQUIPMENT	4420	-	-	-	-	-	-	N/A	-	-	-
VEHICLES	4427	-	17,758	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		44,209	17,758	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
SUSTAINABILITY REVOLVING LOAN PAYMENTS	4594	-	992	992	992	-	992	0.00%	992	992	992
TOTAL DEBT SERVICE		-	992	992	992	-	992	0.00%	992	992	992
TOTAL SEWER ADMINISTRATION		4,666,028	4,922,952	6,131,848	7,323,482	2,129,764	5,193,718	29.08%	7,037,213	8,017,543	8,408,543

Program:
Enterprise

Department:
Municipal Utilities - Sewer

Activity:
Maintenance

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,640	-	915	-	-	-	-
Total Revenues	\$ 1,640	\$ -	\$ 915	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 843,560	\$ 871,585	\$ 889,898	\$ 787,086	\$ 780,989	798,206	847,867
Contractual Services	218,903	276,973	180,773	133,996	178,250	120,614	110,516
Commodities	197,588	192,363	91,960	102,479	97,990	99,024	101,028
Capital Outlay	336,730	31,164	97,387	68,400	89,900	-	90,000
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,596,781	\$ 1,372,085	\$ 1,260,018	\$ 1,091,961	\$ 1,147,129	\$ 1,017,844	\$ 1,149,411
Personnel Summary:							
Utilities Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Laboratory Analyst	1.00	1.00	-	-	-	-	-
Utilities Operator III	3.00	3.00	2.00	2.00	2.00	2.00	2.00
Utilities Operator II	5.00	5.00	6.00	6.00	6.00	6.00	6.00
Utilities Operator Assistant	-	-	-	-	-	1.00	1.00
Total Full Time Equivalents	10.00	10.00	9.00	9.00	9.00	10.00	10.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected	
Mini Excavator	1	2015	Purchase	\$ 27,500	\$ -	\$ -	
Tuck Pointing SE Plant and Saylor Lift Station	1	2015	Purchase	34,400	-	-	
Enclosed Trailer	1	2015	Purchase	6,500	-	-	
Grit Drying Pad	1	2015	Purchase	21,500	-	-	
Demolish Oralabor Lift Station	1	2017	Purchase	-	-	20,000	
Easement Machine	1	2017	Purchase	-	-	70,000	
Total Capital Outlay				\$ 89,900	\$ -	\$ 90,000	

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining			REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended		FY2015	FY2016	FY2017
SEWER MAINTENANCE												
550.3552.												
PERSONAL SERVICES												
SALARIES AND WAGES	4101	514,325	555,305	573,005	547,355	143,541	403,814	26.22%		542,070	550,218	582,809
OVERTIME WAGES	4102	49,556	56,537	38,890	20,000	4,609	15,391	23.05%	±	20,000	21,000	22,000
TEMPORARY WAGES	4103	36,259	27,575	13,305	-	-	-	N/A		-	-	-
EARLY RETIREMENT INCENTIVE	4108	-	-	41,551	-	-	-	N/A		-	-	-
LONGEVITY	4109	10,307	11,000	11,884	12,538	3,365	9,173	26.84%		12,500	11,481	12,250
FICA	4116	45,442	47,854	45,727	44,362	11,040	33,322	24.89%		43,956	44,578	47,206
IPERS	4117	49,297	56,391	54,880	51,783	13,530	38,253	26.13%		51,307	52,034	58,807
EMPLOYEE INSURANCE	4120	129,365	108,636	102,920	102,895	28,771	74,124	27.96%		104,462	111,851	117,387
WORKERS COMPENSATION	4122	9,009	8,287	7,735	8,153	-	8,153	0.00%	±	6,694	7,044	7,408
TOTAL PERSONAL SERVICES		843,560	871,585	889,897	787,086	204,856	582,230	26.03%		780,989	798,206	847,867
CONTRACTUAL SERVICES												
COMPUTER SERVICES	4215	-	-	-	1,500	-	1,500	0.00%	±	1,500	12,500	1,500
WASTE MANAGEMENT SERVICES	4224	128,146	180,041	91,614	40,000	1,235	38,765	3.09%	±	60,000	20,000	20,000
LAB & TESTING SERVICES	4225	1,612	2,592	2,197	-	-	-	N/A		-	-	-
LAND & TREE SERVICES	4227	6,853	21,717	7,431	9,000	2,573	6,427	28.59%		9,000	9,000	9,000
UNIFORM RENTALS	4232	3,291	3,399	3,340	3,500	703	2,797	20.09%	±	3,500	3,500	3,500
COMMUNICATIONS SERVICES	4244	1,470	1,800	2,109	1,980	357	1,623	18.03%	±	1,980	1,980	1,980
TRAINING & EDUCATION	4265	3,960	2,130	4,099	5,000	-	5,000	0.00%	±	5,000	5,000	5,000
TRAVEL	4266	65	-	-	500	-	500	0.00%	±	500	500	500
MEETINGS & FOOD	4269	72	21	25	-	26	(26)	N/A		-	-	-
BUILDING MAINTENANCE SERVICES	4270	9,625	11,381	6,037	12,000	2,717	9,283	22.64%	±	12,000	12,000	12,000
REVOLVING SERVICES	4271	12,343	13,453	9,650	15,516	1,527	13,989	9.84%	±	10,570	11,134	12,036
VEHICLE & EQUIPMENT SERVICES	4272	23,354	24,903	19,602	15,000	1,695	13,305	11.30%	±	15,000	15,000	15,000
ELECTRONICS SERVICES	4273	-	-	-	-	-	-	N/A		-	-	-
PLANT SERVICES	4280	5,875	5,040	12,762	-	-	-	N/A		-	-	-
PUMP STATION SERVICES	4283	3,904	2,406	195	5,000	-	5,000	0.00%	±	5,000	5,000	5,000
SEWER SERVICES	4286	18,332	8,091	21,713	25,000	29,581	(4,581)	118.32%	±	54,200	25,000	25,000
TOTAL CONTRACUTAL SERVICES		218,902	276,974	180,774	133,996	40,414	93,582	30.16%		178,250	120,614	110,516
COMMODITIES												
GASOLINE/FUEL	4321	49,194	61,879	29,559	30,000	3,995	26,005	13.32%	±	25,000	25,000	25,000
OILS & LUBRICANTS	4322	2,902	1,714	183	2,000	-	2,000	0.00%	±	2,000	2,000	2,000
CHEMICALS & LAB SUPPLIES	4332	16,211	14,614	4,993	5,000	213	4,787	4.26%	±	5,000	5,000	5,000
MEDICAL & FIRST-AID SUPPLIES	4333	86	339	106	500	-	500	0.00%	±	500	500	500
SAFETY EQUIPMENT	4352	3,898	4,459	4,517	6,000	783	5,217	13.05%	±	6,000	6,000	6,000
MINOR EQUIPMENT	4354	12,760	3,466	6,231	11,000	-	11,000	0.00%	±	10,000	11,000	13,000
BUILDING MAINTENANCE SUPPLIES	4380	1,826	3,537	2,243	3,000	-	3,000	0.00%	±	5,000	5,000	5,000
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	24,694	20,382	15,826	17,479	2,169	15,310	12.41%	±	16,990	17,024	17,028
PLANT MAINT SUPPLIES	4390	59,718	69,973	8,863	-	715	(715)	N/A		-	-	-
PUMP STATIONS MAINT SUPPLIES	4393	16,542	3,203	629	7,500	1,061	6,439	14.15%	±	7,500	7,500	7,500
SEWER MAINT SUPPLIES	4396	9,758	8,796	18,809	20,000	769	19,231	3.85%	±	20,000	20,000	20,000
TOTAL COMMODITIES		197,589	192,362	91,959	102,479	9,705	92,774	9.47%		97,990	99,024	101,028
CAPITAL OUTLAY												
BUILDING CONSTRUCTION	4412	-	-	-	-	21,408	(21,408)	N/A		21,500	-	-
BUILDING IMPROVEMENTS, REMODELING, EQUIPMENT	4413	6,358	-	-	34,400	-	34,400	0.00%	±	34,400	-	-
OFFICE EQUIPMENT	4420	-	-	-	-	-	-	N/A		-	-	-
SHOP EQUIPMENT	4423	-	-	-	-	-	-	N/A		-	-	-
VEHICLES	4427	-	-	-	-	-	-	N/A		-	-	-
HEAVY MOTORIZED EQUIPMENT	4428	319,231	3,105	10,611	27,500	-	27,500	0.00%	±	27,500	-	-
OTHER CAPITAL EQUIPMENT	4429	-	-	85,275	6,500	-	6,500	0.00%	±	6,500	-	70,000
STREET, CURBS, & GUTTERS	4451	-	28,059	-	-	-	-	N/A		-	-	-
SANITARY SEWERS	4452	-	-	-	-	-	-	N/A		-	-	-
PLANT & PUMP STATIONS	4458	11,141	-	1,500	-	-	-	N/A		-	-	20,000
TOTAL CAPITAL OUTLAY		336,730	31,164	97,386	68,400	21,408	46,992	31.30%		89,900	-	90,000
DEBT SERVICE												
N/A		-	-	-	-	-	-	N/A		-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A		-	-	-
TOTAL SEWER MAINTENANCE		1,596,781	1,372,085	1,260,016	1,091,961	276,383	815,578	25.31%		1,147,129	1,017,844	1,149,411

Program: Enterprise		Department: Municipal Utilities - Storm Water				Activity: Administration	
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Revised	2015-16 Budget	2016-17 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	11,422	9,509	17,364	10,000	10,000	10,000	10,000
Use of Money & Property	-	-	2,977	-	3,000	3,000	3,000
Intergovernmental	-	15,242	-	-	-	-	-
Service Charges	1,122,651	1,154,145	1,670,623	1,714,403	1,714,403	1,738,337	1,762,750
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	16,671	17,061	26,528	32,000	32,000	33,000	34,000
Total Revenues	\$ 1,150,744	\$ 1,195,957	\$ 1,717,492	\$ 1,756,403	\$ 1,759,403	\$ 1,784,337	\$ 1,809,750
Expenditure Summary:							
Personal Services	\$ 112,603	\$ 115,651	\$ 124,502	\$ 148,233	149,032	211,961	\$ 234,630
Contractual Services	122,678	156,167	85,774	125,788	189,918	148,482	129,724
Commodities	3,313	2,570	2,379	7,023	6,453	6,954	6,954
Capital Outlay	7,441	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 246,035	\$ 274,388	\$ 212,655	\$ 281,044	\$ 345,403	\$ 367,397	\$ 371,308
Personnel Summary:							
Storm Water Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Engineering Technician I	-	-	-	-	-	0.75	0.75
Total Full Time Equivalents	1.50	1.50	1.50	1.50	1.50	2.25	2.25
Capital Outlay Summary:							
		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

CITY OF ANKENY EXPENDITURE REPORT

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
STORM WATER ADMINISTRATION					Budget		Balance				
580.3580.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	77,189	83,579	88,745	107,699	29,345	78,354	27.25%	107,699	151,279 !	168,251
OVERTIME WAGES	4102	35	149	47	250	-	250	0.00%	± 250	250	250
TEMPORARY WAGES	4103	5,181	3,168	5,552	6,000	3,761	2,239	62.68%	± 6,000	6,000	6,000
LONGEVITY	4109	500	500	500	500	135	365	27.00%	500	615 !	1,000
FICA	4116	6,301	6,598	7,081	8,756	2,493	6,263	28.47%	8,756	12,098 !	13,426
IPERS	4117	6,272	7,291	7,974	9,686	2,633	7,053	27.18%	9,685	13,586 !	16,154
EMPLOYEE INSURANCE	4120	16,009	13,205	13,450	14,128	4,020	10,108	28.45%	14,941 *	26,869 !	28,219
WORKERS COMPENSATION	4122	1,115	1,162	1,152	1,214	-	1,214	0.00%	± 1,201	1,264 *	1,330
TOTAL PERSONAL SERVICES		112,602	115,652	124,501	148,233	42,387	105,846	28.59%	149,032	211,961 !	234,630
CONTRACTUAL SERVICES											
ARCHITECTURAL & ENGINEERING	4210	8,400	11,100	11,246	13,000	1,899	11,101	14.61%	± 73,000 !	33,000 !	13,000
LEGAL & RECORDING SERVICES	4212	135	1,745	195	1,000	-	1,000	0.00%	± 1,000	1,000	1,000
COMPUTER SERVICES	4215	-	-	-	-	-	-	N/A	-	-	-
PRINTING SERVICES	4221	-	-	1,109	750	-	750	0.00%	± 1,000 !	1,000 !	1,000
WASTE MANAGEMENT SERVICES	4224	-	-	-	250	-	250	0.00%	± 250	250	250
LAB & TESTING SERVICES	4225	-	307	166	500	-	500	0.00%	± 500	500	500
LAND & TREE SERVICES	4227	2,570	37,442	7,916	32,500	6,400	26,100	19.69%	± 30,000	30,000	30,000
EQUIPMENT & VEHICLE RENTALS	4239	-	-	-	-	-	-	N/A	-	-	-
ADVERTISING & PUBLICATION	4240	-	-	53	100	-	100	0.00%	± 100	100	100
COMMUNICATIONS SERVICES	4244	480	480	480	480	129	351	26.88%	480	960 !	960
GENERAL INSURANCE	4251	790	2,526	2,481	2,418	-	2,418	0.00%	± 2,407	2,373	2,487
DUES, MEMBERSHIPS, & LICENSES	4261	4,192	4,297	5,633	5,000	-	5,000	0.00%	± 5,000	5,100	5,200
TRAINING & EDUCATION	4265	690	390	710	1,000	-	1,000	0.00%	± 1,000	1,000	1,000
TRAVEL	4266	-	172	115	500	-	500	0.00%	± 500	500	500
MEETINGS & FOOD	4269	55	126	41	500	30	470	6.00%	± 500	500	500
REVOLVING SERVICES	4271	313	382	302	440	344	96	78.18%	± 831 !	849 !	877
VEHICLE & EQUIPMENT SERVICES	4272	-	-	-	250	-	250	0.00%	± 3,250 !	250	250
SEWER SERVICES	4286	5,182	-	23,068	15,000	-	15,000	0.00%	± 20,000 !	20,000 !	20,000
CONTRIBUTIONS-PAY TO OTHERS	4291	74,275	74,265	15	100	2,994	(2,894)	2994.00%	± 3,100 !	3,100 !	3,100
SPECIALS PROGRAMS/EVENTS-SERVICES	4292	8,880	5,835	5,815	20,000	893	19,107	4.47%	± 15,000	15,000	15,000
SALES, PROPERTY AND OTHER TAXES	4295	16,716	17,101	26,430	32,000	6,932	25,068	21.66%	± 32,000	33,000 *	34,000
TOTAL CONTRACUTAL SERVICES		122,678	156,168	85,775	125,788	19,621	106,167	15.60%	189,918 !	148,482 !	129,724
COMMODITIES											
OFFICE SUPPLIES	4310	188	-	55	750	-	750	0.00%	± 750	750	750
OFFICE EQUIPMENT/FURNITURE	4319	241	-	-	-	-	-	N/A	-	-	-
GASOLINE/FUEL	4321	2,114	2,089	1,402	3,000	392	2,608	13.07%	± 2,500	3,000	3,000
CHEMICALS & LAB SUPPLIES	4332	-	-	-	-	-	-	N/A	-	-	-
SAFETY EQUIPMENT	4352	69	-	283	500	-	500	0.00%	± 500	500	500
UNIFORMS	4353	-	149	-	100	-	100	0.00%	± 100	100	100
MINOR EQUIPMENT	4354	-	126	226	500	94	406	18.80%	± 500	500	500
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	255	136	90	1,173	84	1,089	7.16%	± 1,103	1,104	1,104
SEWER MAINT SUPPLIES	4396	446	71	323	1,000	24	976	2.40%	± 1,000	1,000	1,000
TOTAL COMMODITIES		3,313	2,571	2,379	7,023	594	6,429	8.46%	6,453	6,954	6,954
CAPITAL OUTLAY											
OFFICE EQUIPMENT	4420	7,441	-	-	-	-	-	N/A	-	-	-
STORM SEWERS	4453	-	-	-	-	-	-	N/A	-	-	-
OTHER CAPITAL IMPROVEMENTS	4459	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		7,441	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
N/A		-	-	-	-	-	-	N/A	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-	N/A	-	-	-
TOTAL STORM WATER ADMINISTRATION		246,034	274,391	212,655	281,044	62,602	218,442	22.27%	345,403 !	367,397 !	371,308

Program:		Department:				Activity:	
Enterprise		Municipal Utilities - Storm Water				Street Cleaning	
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 68,075	\$ 68,471	\$ 70,711	\$ 75,590	75,151	76,800	\$ 81,414
Contractual Services	15,775	17,427	17,118	28,176	26,207	26,480	26,916
Commodities	31,373	25,170	34,326	31,393	31,977	31,994	31,996
Capital Outlay	-	-	-	-	-	-	-
Debt Service	30,887	15,444	-	-	-	-	28,088
Total Expenditures	\$ 146,110	\$ 126,512	\$ 122,155	\$ 135,159	\$ 133,335	\$ 135,274	\$ 168,414
Personnel Summary:							
Equipment Operator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2014-15 Revised	2015-16 Budget	2016-17 Projected
Street Sweeper		1	2017	Reserve	\$ -	\$ -	\$ 28,088
Total Capital Outlay					\$ -	\$ -	\$ -

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		FY 2012	FY 2013	FY 2014	FY 2015	As of 9/30	Remaining		REVISED	PROPOSED	PROJECTED
		Actual	Actual	Actual	Adopted	2014	FY15	% Expended	FY2015	FY2016	FY2017
STREET CLEANING											
580.3584.											
PERSONAL SERVICES											
SALARIES AND WAGES	4101	44,714	45,711	48,728	50,272	13,535	36,737	26.92%	50,272	51,277	54,315
OVERTIME WAGES	4102	321	1,575	651	1,600	958	642	59.88%	± 1,600	1,700 *	1,800
LONGEVITY	4109	2,500	2,500	2,500	2,500	673	1,827	26.92%	2,500	2,500	2,500
FICA	4116	3,568	3,723	3,829	4,159	1,106	3,053	26.59%	4,159	4,244	4,484
IPERS	4117	3,836	4,316	4,633	4,856	1,354	3,502	27.88%	4,856	4,954	5,586
EMPLOYEE INSURANCE	4120	10,852	8,832	8,418	10,145	2,802	7,343	27.62%	10,633 *	10,935 *	11,477
WORKERS COMPENSATION	4122	2,285	1,813	1,953	2,058	-	2,058	0.00%	± 1,131	1,190	1,252
TOTAL PERSONAL SERVICES		68,076	68,470	70,712	75,590	20,428	55,162	27.02%	75,151	76,800	81,414
CONTRACTUAL SERVICES											
WASTE MANAGEMENT SERVICES	4224	10,454	11,406	10,819	19,000	4,131	14,869	21.74%	± 17,000	17,000	17,000
UNIFORM RENTALS	4232	327	319	323	400	80	320	20.00%	± 400	400	400
TRAINING & EDUCATION	4265	-	-	-	200	-	200	0.00%	± 200	200	200
REVOLVING SERVICES	4271	4,800	5,702	4,663	6,576	3,901	2,675	59.32%	± 6,607	6,880 *	7,316
VEHICLE & EQUIPMENT SERVICES	4272	194	-	1,314	2,000	-	2,000	0.00%	± 2,000	2,000	2,000
TOTAL CONTRACUTAL SERVICES		15,775	17,427	17,119	28,176	8,112	20,064	28.79%	26,207	26,480	26,916
COMMODITIES											
GASOLINE/FUEL	4321	14,840	13,747	14,836	16,000	4,966	11,034	31.04%	± 16,000	16,000	16,000
OILS & LUBRICANTS	4322	-	-	231	1,000	-	1,000	0.00%	± 1,000	1,000	1,000
VEHICLES & MOTORIZED EQUIP MAINT SUPPLIES	4382	16,533	11,423	19,259	14,393	5,379	9,014	37.37%	± 14,977 *	14,994 *	14,996
TOTAL COMMODITIES		31,373	25,170	34,326	31,393	10,345	21,048	32.95%	31,977	31,994	31,996
CAPITAL OUTLAY											
HEAVY MOTORIZED EQUIPMENT	4428	-	-	-	-	-	-	N/A	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	N/A	-	-	-
DEBT SERVICE											
EQUIPMENT RESERVE PAYMENTS	4595	30,887	15,444	-	-	-	-	N/A	-	-	28,088
TOTAL DEBT SERVICE		30,887	15,444	-	-	-	-	N/A	-	-	28,088
TOTAL STREET CLEANING		146,111	126,511	122,157	135,159	38,885	96,274	28.77%	133,335	135,274	168,414

Non-Personnel Request Summary


				Department Requests					Fiscal Year 2016						Fiscal Year 2017					
				Schedule					Fund Balance	Equipment Reserve	Capital Projects	Other Funds	Staff Removed	Totals	Fund Balance	Equipment Reserve	Capital Projects	Other Funds	Staff Removed	Totals
					FY15	FY16	FY17	Total												
General Fund																				
100	1111	4211	CALEA certification	N	-	-	10,100	10,100	-	-	-	-	-	-	10,100	-	-	-	-	10,100
100	1111	4215	Field training officer tracking software	N	-	-	4,000	4,000	-	-	-	-	-	-	-	-	-	-	4,000	4,000
100	1111	4215	Citizen complaint tracking software	N	-	-	10,000	10,000	-	-	-	-	-	-	10,000	-	-	-	-	10,000
100	1111	4319	Furnish support services offices (2)	N	-	10,353	-	10,353	-	-	-	-	10,353	10,353	-	-	-	-	-	-
100	1111	4354	Spare mobile radio	N	-	4,000	-	4,000	4,000	-	-	-	-	4,000	-	-	-	-	-	-
100	1111	4427	Replace unit #66 - police chief vehicle	RN	-	26,000	-	26,000	-	-	-	-	26,000	26,000	26,000	-	-	-	-	26,000
100	1112	4336	AR-15 patrol rifles (3)	N	-	-	6,300	6,300	-	-	-	-	-	-	6,300	-	-	-	-	6,300
100	1112	4352	SERT vests (2)	RN	-	-	5,000	5,000	-	-	-	-	-	-	5,000	-	-	-	-	5,000
100	1112	4354	Electronic control weapons (10)	RN/N	-	12,600	-	12,600	6,300	-	-	-	6,300	12,600	6,300	-	-	-	-	6,300
100	1112	4354	Simunition and defense tactics training suits (2 per year)	RN	-	4,000	4,000	8,000	2,000	-	-	-	2,000	4,000	2,000	-	-	-	2,000	4,000
100	1112	4354	Body worn cameras	N	-	6,500	10,000	16,500	6,500	-	-	-	-	6,500	10,000	-	-	-	-	10,000
100	1112	4422	Radar display board	RN	-	5,400	-	5,400	-	-	-	5,400	-	5,400	-	-	-	-	-	-
100	1112	4427	Patrol vehicles (5)	RN	-	240,000	-	240,000	240,000	-	-	-	-	240,000	-	-	-	-	-	-
100	1112	4427	Patrol vehicles (5)	RN	-	-	245,000	245,000	-	-	-	-	-	-	245,000	-	-	-	-	245,000
100	1112	Various	Canine unit	N	-	50,000	-	50,000	-	-	-	-	50,000	50,000	50,000	-	-	-	-	50,000
100	1114	4427	Replace detective vehicles (2)	RN	-	-	40,000	40,000	-	-	-	-	-	-	20,000	-	-	-	20,000	40,000
100	1114	4429	3D crime scene imager	N	-	-	68,000	68,000	-	-	-	-	-	-	-	-	-	-	68,000	68,000
100	1141	4270	Clean and paint apparatus bay - FS1	M	-	5,500	-	5,500	5,500	-	-	-	-	5,500	-	-	-	-	-	-
100	1141	4270	Replace damaged/deteriorating concrete - FS1 & 2	M	-	29,951	-	29,951	29,951	-	-	-	-	29,951	-	-	-	-	-	-
100	1141	4270	Replace membrane roof system - FS1	M	-	40,000	-	40,000	40,000	-	-	-	-	40,000	-	-	-	-	-	-
100	Various	Various	Upgrade national fire incident reporting system, EMS reporting system and EMS billing software (single vendor)	M	-	51,915	17,820	69,735	-	-	-	-	51,915	51,915	51,915	-	-	-	17,820	69,735
100	1142	4352	Rapid intervention packs	RN	-	12,000	-	12,000	12,000	-	-	-	-	12,000	-	-	-	-	-	-
100	1142	4352	Replace self contained breathing apparatus (SCBA)	RN	-	200,000	-	200,000	200,000	-	-	-	-	200,000	-	-	-	-	-	-
100	1142	4422	Vehicle stabilization kit	RN	-	6,200	-	6,200	6,200	-	-	-	-	6,200	-	-	-	-	-	-
100	1144	4352	Automatic electronic defibrillators (AED) - City Hall & PSB	N	-	3,400	-	3,400	3,400	-	-	-	-	3,400	-	-	-	-	-	-
100	1144	4427	Replace unit #111 - ambulance	RN	-	-	193,000		-	-	-	-	-	-	193,000	-	-	-	-	193,000
100	1460	4427	Replace unit #402 - sedan	RN	-	18,000	-	18,000	18,000	-	-	-	-	18,000	-	-	-	-	-	-
100	1460	4427	Replace unit #926 - 1/2 ton 4WD extended cab truck	RN	-	21,000	-	21,000	-	-	-	-	21,000	21,000	21,000	-	-	-	-	21,000
100	2331	4215	Self-checkout software	M	3,000	-	-	3,000	-	-	-	-	-	-	-	-	-	-	-	-
100	2331	4310	Upgrade point of sale credit card terminals	M	-	1,100	-	1,100	1,100	-	-	-	-	1,100	-	-	-	-	-	-
100	2335	4215	Website survey widget	N	-	6,500	6,500	13,000	-	-	-	-	6,500	6,500	-	-	-	-	6,500	6,500
100	2335	4220	Seasonal website skin	N	-	4,000	-	4,000	4,000	-	-	-	-	4,000	-	-	-	-	-	-
100	2335	Various	Newsletter (2 per year)	N	-	16,000	16,000	32,000	8,000	-	-	-	8,000	16,000	8,000	-	-	-	8,000	16,000
100	2441	4227	Add Promenade Park detention basin to water management contract	M	-	2,450	2,450	4,900	2,450	-	-	-	-	2,450	2,450	-	-	-	-	2,450
100	2441	4227	Replacement of trees - parks/city facilities	M	-	6,000	6,000	12,000	6,000	-	-	-	-	6,000	6,000	-	-	-	-	6,000
100	2441	4342	Playground safety surfacing	M	15,000	8,000	8,000	31,000	-	-	-	-	8,000	8,000	-	-	-	-	8,000	8,000
100	2441	4354	Replace unit #650 - loader arms	M	-	7,650	-	7,650	7,650	-	-	-	-	7,650	-	-	-	-	-	-
100	2441	4354	Add Promenade Park detention basin diffusers (2)	M	-	3,476	-	3,476	-	-	-	3,476	-	3,476	-	-	-	-	-	-
100	2442	4310	Upgrade credit card reader (2)	M	-	200	-	200	200	-	-	-	-	200	-	-	-	-	-	-
100	2444	Various	Credit card capabilities - aquatic facilities	N	-	8,696	5,776	14,472	8,696	-	-	-	-	8,696	5,776	-	-	-	-	5,776
100	2445	4227	Broad leaf application to non-playing areas	M	-	8,500	8,500	17,000	-	-	-	-	8,500	8,500	-	-	-	-	8,500	8,500
100	2445	4282	Repair soccer irrigation pump motor	M	-	1,800	-	1,800	1,800	-	-	-	-	1,800	-	-	-	-	-	-
100	2445	4342	Soccer goals and nets (4)	M	4,591	-	-	4,591	-	-	-	-	-	-	-	-	-	-	-	-
100	2445	4428	Replace unit #652 - grounds mower	RN	-	-	13,800	13,800	-	-	-	-	-	-	13,800	-	-	-	-	13,800
100	2445	4429	Replace unit #631 - utility vehicle	RB	-	-	18,291	18,291	-	-	-	-	-	-	-	-	-	-	18,291	18,291
100	2445	4429	Replace unit #633 - utility vehicle	RB	-	5,800	-	5,800	5,800	-	-	-	-	5,800	-	-	-	-	-	-
100	2445	4429	Replace unit #638 - utility vehicle	RB	-	5,800	-	5,800	-	-	-	-	5,800	5,800	5,800	-	-	-	-	5,800
100	2445	Various	Convert to in-house mowing - football and soccer fields	N	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

									Fiscal Year 2016						Fiscal Year 2017					
				Schedule	Department Requests				Fund Balance	Equipment Reserve	Capital Projects	Other Funds	Staff Removed	Totals	Fund Balance	Equipment Reserve	Capital Projects	Other Funds	Staff Removed	Totals
					FY15	FY16	FY17	Total												
100	2446	4354	Install irrigation at Hawkeye Park - fields 1 & 2	N	-	4,400	-	4,400	-	-	-	-	4,400	4,400	-	-	-	-	-	-
100	2446	Various	Credit card capabilities - Hawkeye Park concessions	N	-	2,705	685	3,390	-	-	-	-	2,705	2,705	2,705	-	-	-	685	3,390
100	4882	4211	Management training program	N	-	21,000	21,000	42,000	13,000	-	-	-	8,000	21,000	5,000	-	-	-	16,000	21,000
100	4882	4211	Compensation and benefits study	N	-	50,000	-	50,000	-	-	-	-	50,000	50,000	50,000	-	-	-	-	50,000
100	4884	4310	Upgrade credit card reader	M	-	100	-	100	100	-	-	-	-	100	-	-	-	-	-	-
100	4884	4354	Document scanner	N	-	2,000	-	2,000	2,000	-	-	-	-	2,000	-	-	-	-	-	-
100	4889	4215	Public Stuff workflow CRM service software	N	-	9,900	9,900	19,800	-	-	-	-	9,900	9,900	-	-	-	-	9,900	9,900
100	4889	4215	Zix Email Gateway and Zix One Secure Email Client Solutions	N	-	12,000	12,000	24,000	-	-	-	-	12,000	12,000	-	-	-	-	12,000	12,000
100	4889	4215	SiteImprove software subscription for website	N	-	4,800	4,800	9,600	-	-	-	-	4,800	4,800	-	-	-	-	4,800	4,800
100	4889	4215	Change Adobe licensing to Adobe Creative Cloud based subscription	N	-	2,400	2,400	4,800	-	-	-	-	2,400	2,400	-	-	-	-	2,400	2,400
100	4889	4244	Cell phone stipend - GIS Coordinator	N	-	480	480	960	-	-	-	-	480	480	-	-	-	-	480	480
100	4889	4244	Increase internet bandwidth subscription	N	-	6,850	6,850	13,700	6,850	-	-	-	-	6,850	6,850	-	-	-	-	6,850
100	4889	4310	Additional user licenses for Veeam backup software (2)	N	-	2,600	-	2,600	2,600	-	-	-	-	2,600	-	-	-	-	-	-
100	4889	4310	Solarwinds Network Traffic Analyzer software	N	-	-	1,795	1,795	-	-	-	-	-	-	-	-	-	-	1,795	1,795
100	4889	4310	Solarwinds Network Switch Performance Monitor software	N	-	-	2,675	2,675	-	-	-	-	-	-	-	-	-	-	2,675	2,675
100	4889	4354	Replace storage area network (SAN) device	RN	-	38,000	-	38,000	38,000	-	-	-	-	38,000	-	-	-	-	-	-
100	4889	4354	Replace network firewalls	RN	-	9,000	-	9,000	9,000	-	-	-	-	9,000	-	-	-	-	-	-
100	4889	4354	Internet bandwidth load balancing appliance	N	-	5,100	-	5,100	-	-	-	-	5,100	5,100	5,100	-	-	-	-	5,100
100	4889	4354	Replace wireless access points - KPL	RN	-	1,000	-	1,000	-	-	-	-	1,000	1,000	-	-	-	-	-	-
100	4889	4354	Additional backup tapes	N	-	1,000	-	1,000	-	-	-	-	1,000	1,000	-	-	-	-	-	-
100	4889	4354	Replace portable projector with widescreen version	RN	-	1,600	-	1,600	-	-	-	-	1,600	1,600	-	-	-	-	-	-
100	4889	4354	4TB hard drives for backup device (4)	N	-	2,800	-	2,800	-	-	-	-	2,800	2,800	2,800	-	-	-	-	2,800
100	4889	4354	Replace UPS battery backups	RN	-	6,000	6,000	12,000	6,000	-	-	-	-	6,000	6,000	-	-	-	-	6,000
100	4889	4354	Replace L-3 video server and storage devices - PD	RN	-	26,000	-	26,000	26,000	-	-	-	-	26,000	-	-	-	-	-	-
100	4889	4420	Replace multi-function copy machine (PSB & CH)	RN	-	17,000	-	17,000	7,500	-	-	-	9,500	17,000	9,500	-	-	-	-	9,500
100	4889	4420	Replace and upgrade VoIP phone system	RN	-	30,000	138,000	168,000	-	-	-	-	30,000	30,000	30,000	-	-	-	138,000	168,000
100	4889	4459	Redundant fiber optic to Polk County Sheriff's Office	N	-	201,000	-	201,000	-	-	-	-	201,000	201,000	-	-	-	-	-	-
100	4889	Various	Attend Public Technology Institute National CIO conference	N	-	1,800	-	1,800	-	-	-	-	1,800	1,800	-	-	-	-	-	-
100	4889	Various	Solarwinds Database Performance Analyzer software	N	-	1,999	399	2,398	-	-	-	-	1,999	1,999	1,999	-	-	-	399	2,398
100	4889	Various	ReadSpeaker Enterprise website service	N	-	1,766	860	2,626	-	-	-	-	1,766	1,766	-	-	-	-	860	860
100	4889	Various	Solarwinds Managed File Transfer software	N	-	2,999	599	3,598	2,999	-	-	-	-	2,999	599	-	-	-	-	599
100	4889	Various	Veeam One Virtual Server Performance software	N	-	4,500	900	5,400	-	-	-	-	4,500	4,500	-	-	-	-	900	900
100	4889	Various	Replace single mode fiber optic termination	M	-	8,800	8,800	17,600	-	-	-	-	8,800	8,800	-	-	-	-	8,800	8,800
100	4889	Various	Implement live streaming video and video on demand	N	-	40,000	13,000	53,000	-	-	-	-	40,000	40,000	-	-	-	-	13,000	13,000
100	4889	Various	Replace and upgrade network switches and routers	RN	-	98,935	3,935	102,870	98,935	-	-	-	-	98,935	3,935	-	-	-	-	3,935
Total General Fund					22,591	1,451,325	933,615	2,214,531	832,531	-	-	8,876	609,918	1,451,325	822,929	-	-	-	373,805	1,196,734
Road Use Tax Fund																				
260	3261	4215	Upgrade Synchro traffic software	M	-	3,200	-	3,200	3,200	-	-	-	-	3,200	-	-	-	-	-	-
260	3261	4354	Tablet computers (2)	N	-	1,200	-	1,200	1,200	-	-	-	-	1,200	-	-	-	-	-	-
260	3261	4427	Replace unit #307 - 1/2 ton 4WD truck	RN	-	22,500	-	22,500	30,000	-	-	-	-	30,000	-	-	-	-	-	-
260	3262	4227	Contracted removal of Ash trees	M	-	50,000	100,000	150,000	10,000	-	-	-	40,000	50,000	10,000	-	-	-	90,000	100,000
260	3262	4429	Replace unit #247 - hot patcher	RN	-	47,500	-	47,500	47,500	-	-	-	-	47,500	-	-	-	-	-	-
260	3263	4428	End loader snow wing	N	-	20,000	-	20,000	20,000	-	-	-	-	20,000	-	-	-	-	-	-
260	3263	4428	Replace unit #225 - tandem axle dump truck & snow plow	RN	-	220,000	-	220,000	220,000	-	-	-	-	220,000	-	-	-	-	-	-
260	3263	4428	Replace unit #224 - single axle dump truck & snow plow	RN	-	-	190,000	190,000	-	-	-	-	-	-	190,000	-	-	-	-	190,000
260	3263	4428	Replace unit #241 - end loader	RN	-	-	180,000	180,000	-	-	-	-	-	-	-	-	-	-	180,000	180,000
Total Road Use Tax Fund					-	364,400	470,000	834,400	331,900	-	-	-	40,000	371,900	200,000	-	-	-	270,000	470,000
Water Fund																				
510	3510	4210	Comprehensive city-wide water storage and distribution system study	N	100,000	100,000	-	200,000	100,000	-	-	-	-	100,000	-	-	-	-	-	-
510	3510	4310	Upgrade point of sale credit card terminal	M	-	1,100	-	1,100	1,100	-	-	-	-	1,100	-	-	-	-	-	-
510	3510	4413	Construct a bulk water fill station	N	-	148,500	-	148,500	-	-	-	-	148,500	148,500	-	-	-	-	-	-

				Department Requests				Fiscal Year 2016						Fiscal Year 2017						
				Schedule	FY15	FY16	FY17	Total	Fund Balance	Equipment Reserve	Capital Projects	Other Funds	Staff Removed	Totals	Fund Balance	Equipment Reserve	Capital Projects	Other Funds	Staff Removed	Totals
510	3512	4380	Additional cabinets/countertop - shop break room	N	-	3,500	-	3,500	-	-	-	-	3,500	3,500	-	-	-	-	-	-
510	3512	4427	Replace unit #921 - 1/2 ton truck	RN	-	18,500	-	18,500	18,500	-	-	-	-	18,500	-	-	-	-	-	-
510	3512	4427	Replace unit #924 - 1/2 ton truck	RN	-	17,500	-	17,500	-	-	-	-	17,500	17,500	17,500	-	-	-	-	17,500
510	3512	4427	Replace unit #928 - 1/2 ton truck	RN	-	16,500	-	16,500	-	-	-	-	16,500	16,500	16,500	-	-	-	-	16,500
510	3512	4428	Replace unit #986 - 1-ton flatbed truck	RN	-	50,500	-	50,500	-	-	-	-	50,500	50,500	50,500	-	-	-	-	50,500
510	3512	4429	Trailer mounted valve operating machine	N	-	56,500	-	56,500	56,500	-	-	-	-	56,500	-	-	-	-	-	-
Total Water Fund					100,000	412,600	-	512,600	176,100	-	-	-	236,500	412,600	84,500	-	-	-	-	84,500
Sewer Fund																				
550	3550	4310	Upgrade point of sale credit card terminal	M	-	1,100	-	1,100	1,100	-	-	-	-	1,100	-	-	-	-	-	-
550	3552	4215	Upgrade WinCan software	M	-	11,000	-	11,000	11,000	-	-	-	-	11,000	-	-	-	-	-	-
550	3552	4423	Hotsy pressure steam washer	N	-	13,500	-	13,500	-	-	-	-	13,500	13,500	-	-	-	-	-	-
550	3552	4427	1/2-ton long box truck	N	-	21,000	-	21,000	-	-	-	-	21,000	21,000	-	-	-	-	-	-
550	3552	4427	Replace unit #721 - 1/2-ton truck	RN	-	-	17,500	17,500	-	-	-	-	-	-	-	-	-	-	17,500	17,500
550	3552	4428	Replace unit #723 - 1-ton truck w/ utility box & crane/hoist	RN	-	-	99,500	99,500	-	-	-	-	-	-	-	-	-	-	99,500	99,500
550	3552	4428	Single axle dump truck	N	-	-	115,000	115,000	-	-	-	-	-	-	-	-	-	-	115,000	115,000
550	3552	4429	Easement machine	N	-	70,000	-	70,000	-	-	-	-	70,000	70,000	70,000	-	-	-	-	70,000
550	3552	4429	Lowboy trailer	N	-	-	83,000	83,000	-	-	-	-	-	-	-	-	-	-	83,000	83,000
550	3552	4458	Demolish Oralabor sanitary sewer lift station	M	-	20,000	-	20,000	-	-	-	-	20,000	20,000	20,000	-	-	-	-	20,000
550	3552	4458	Repair asphalt paving - SE Plant	M	-	18,000	19,000	37,000	-	-	-	-	18,000	18,000	-	-	-	-	19,000	19,000
Total Sewer Fund					-	154,600	334,000	488,600	12,100	-	-	-	142,500	154,600	90,000	-	-	-	334,000	424,000
Storm Water Fund																				
580	3580	4210	Storm water detention field assessment	N	60,000	20,000	-	80,000	20,000	-	-	-	-	20,000	-	-	-	-	-	-
580	3580	4244	Cell phone stipend - PT civil engineer II	RN	-	480	480	960	480	-	-	-	-	480	480	-	-	-	-	480
580	3584	4595	Replace unit #220 - street sweeper	RN	-	262,500	-	262,500	-	-	-	-	262,500	262,500	-	262,500	-	-	-	262,500
Total Storm Water Fund					60,000	282,980	480	343,460	20,480	-	-	-	262,500	282,980	480	262,500	-	-	-	262,980
Otter Creek Golf Course Fund																				
590	2591	4382	Repair unit #844 - fairway aerifier	M	4,919	-	-	4,919	-	-	-	-	-	-	-	-	-	-	-	-
590	2591	4429	Replace unit #873 - turbine blower	RN	-	-	7,555	7,555	-	-	-	-	-	-	-	-	-	-	7,555	7,555
590	2591	4595	Replace unit #824 - greens mower	RN	-	29,198	-	29,198	-	-	-	-	29,198	29,198	-	29,198	-	-	-	29,198
590	2591	4595	Additional greens roller w/ trailer	N	-	-	13,495	13,495	-	-	-	-	-	-	-	-	-	-	13,495	13,495
590	2592	4239	Visage golf cart technology - lease	N	30,240	30,240	30,240	90,720	30,240	-	-	-	-	30,240	30,240	-	-	-	-	30,240
590	2592	4595	Replace utility vehicle w/ range ball picker	RN	-	10,000	-	10,000	-	10,000	-	-	-	10,000	-	-	-	-	-	-
Total Otter Creek Golf Course Fund					35,159	69,438	51,290	155,887	30,240	10,000	-	-	29,198	69,438	30,240	29,198	-	-	21,050	80,488
Revolving Fund																				
710	5710	4427	Replace unit #264 - 3/4-ton truck w/ plow hitch & controller	RN	-	-	25,000	25,000	-	-	-	-	-	-	-	-	-	-	25,000	25,000
710	5710	Various	Additional vehicle service and repair database software	M	-	2,000	2,000	4,000	2,000	-	-	-	-	2,000	2,000	-	-	-	-	2,000
Total Revolving Fund					-	2,000	27,000	29,000	2,000	-	-	-	-	2,000	2,000	-	-	-	25,000	27,000
Totals - All Funds					217,750	2,737,343	1,816,385	4,578,478	1,405,351	10,000	-	8,876	1,320,616	2,744,843	1,230,149	291,698	-	-	1,023,855	2,545,702


N = New
M = Maintenance/modification
RA = Replacement - ahead of schedule
RN = Replacement - normal schedule
RB = Replacement - behind schedule

MECHANIC'S REPORT

Department: Police	Activity: 1114.4427
Description: 2005 Gray Chevrolet Impala	Unit Number: #83
Year Purchased: 2005	Replacement Year: 2014
Purchase Price: \$16,769	Replacement Cost: NA
Condition: Fair	Mileage/Hours: 62,000
Method of Disposal: Trade	Disposal Value: \$6,000 (est.)
Picture:	Justification for Replacement:
	Transmission Issues, write up history, trade on new purchase
Central Garage Report:	
Car is recommended for replacement due to high mileage, age and transmission issues. Transmission costs exceed value of car.	

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

MECHANIC'S REPORT


Department: Fire Department	Activity: Ambulance and Rescue
Description: Reserve Ambulance Replacement	Unit Number: 111
Year Purchased: 2005	Replacement Year: 2017
Purchase Price: \$123,196	Replacement Cost: \$200,000
Condition: Fair	Mileage/Hours: 119,000
Method of Disposal: trade in	Disposal Value: \$7,000
Picture:	Justification for Replacement:
	<p>Ambulance is currently in reserve status and is used multiple times per year as front line ambulances are down for service or repair. Replacement will allow the department to rotate the unit on a regular basis with the other three ambulances, leveling out the mileage and use on all units while maintaining our reserve ambulance program. In addition, purchase of a fourth, type 1 unit will allow the department to move forward with a remount program for future ambulance purchases. In this program the ambulance module (box) is reused and the chassis is replaced.</p>

Central Garage Report:

This vehicle is used in the most extreme situations due to quick starts and long, high idle times and also age and miles, it should be replaced. We are servicing all ambulances at 3,000 miles about once a month due to the amount of runs they are taking. A fourth ambulance as a front line would slow the repairs and down time of the other three ambulances.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

DIRECTOR'S REPORT


Department: Planning & Building	Activity: 1460 Code Enforcement
Description: 2001 Chevy Malibu	Unit Number: 402
Year Purchased: '01 ?	Replacement Year:
Purchase Price: ?	Replacement Cost: \$19,500 / \$24,000
Condition: Fair	Mileage/Hours: 70,000
Method of Disposal: Trade-in	Disposal Value: \$1,500
Picture:	Justification for Replacement:
	Maintenance costs increasing due to age

MECHANIC'S REPORT

We have seen a lot of electrical and coolant problems in the last year. This car has excessive engine noise, possible main bearings. This car is highly recommended for replacement. Last year we spent \$2,129.63 on repairs compared to \$402.00 in 2013.

Type of Repairs	Repair Cost FY 2009	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014
	\$ -	\$ -	\$ -	\$ -	\$ 402	\$ 2,130
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ 402	\$ 2,130

DIRECTOR'S REPORT

Department: Planning & Building	Activity: 1460 Code Enforcement
Description: 2007 Ford PU	Unit Number: 926
Year Purchased: '07 ?	Replacement Year:
Purchase Price: ?	Replacement Cost: \$25,500
Condition: Good	Mileage/Hours: 65,000
Method of Disposal: trade-in or back to MunUtilities	Disposal Value: \$4,500
Picture:	Justification for Replacement:
	<p>In 2009, after going through the budget process and justifying the need, we purchased a new extended cab pickup for the Building Division. At that time, we had just had a Combination Inspector leave the City for a position at Polk County. Also at that time we were not allowed to fill that position. Municipal Utilities had a need for a vehicle and our new truck was transferred to Municipal Utilities. We are now in need of an inspection vehicle of this type for a recently hired inspector to drive. Municipal Utilities has provided us an "extra" vehicle that we can use. However, this vehicle is a regular cab 2wd which is not ideal for our inspectors and all of their clothing, gear, and inspection equipment. Given the miles our inspectors drive annually, including in areas not yet fully developed or City maintained and their need for an extended cab vs. a regular cab we are requesting this approval. Anticipating this vehicle will be moved back to Municipal Utilities or traded in.</p>

MECHANIC'S REPORT

This truck is still in good mechanical condition and would work well for other departments' use. I feel this truck will not last very long as an inspector's truck due to the type of conditions the inspectors use their trucks for. It is only a two wheel drive not allowing them to effectively do their jobs in the undeveloped areas they must go.

Type of Repairs	Repair Cost FY 2009	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014
	\$ -	\$ -	\$ -	\$ -	\$ 188	\$ 297
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ 188	\$ 297

DIRECTOR'S REPORT


Department: Parks and Recreation	Activity: Prairie Ridge Sports Complex
Description: Toro Groundsmaster 7200	Unit Number: 652
Year Purchased: 2010	Replacement Year: 2017
Purchase Price: \$16,274	Replacement Cost: \$13,800
Condition: Good	Mileage/Hours: 3,362
Method of Disposal: Trade	Disposal Value: \$4,000
Picture:	Justification for Replacement:
	<p>Unit #652 currently has 3,362 hours on it and will be up for replacement on July 1st, 2017. I would like to move this up a year due to it being used more than originally anticipated.</p>

MECHANIC'S REPORT

Due to excessive and year round usage, this unit is recommended to be moved up a year in the replacement schedule. Recommend it be placed on a replacement schedule by hours instead of years due to unit being used year round. Recommended replacement hours would be by 4,000 hours.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ 152	\$ 778	\$ 907	\$ 938	\$ 1,575

MECHANIC'S REPORT

Department: Parks and Recreation	Activity: Prairie Ridge Sports Complex
Description: Cushman Truckster	Unit Number: 631
Year Purchased: 2007	Replacement Year: 2013
Purchase Price: \$29,471	Replacement Cost: \$25,291
Condition: Poor	Mileage/Hours: 1714
Method of Disposal: Trade	Disposal Value: \$7,000
Picture:	Justification for Replacement:
	Unit #631 has 1,714 hours on it and was due for replacement on July 1 st , 2013. It is used 2 days per week to apply granular fertilizers, liquid fertilizers, and liquid growth regulators. This unit has two specific attachments that will not be traded in and are specific to Cushman.
Central Garage Report:	
Due to age, usage of equipment, and repeated down time, unit #631 is recommended for replacement.	

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ 158	\$ 332	\$ -	\$ 1,371	\$ 1,570	\$ 646

DIRECTOR'S REPORT

Department: Park and Recreation	Activity: Prairie Ridge Sports Complex
Description: John Deere Gator	Unit Number: 633
Year Purchased: 7/1/01	Replacement Year: 7/1/10
Purchase Price: Donated by John Deere	Replacement Cost: \$6,300
Condition: Poor	Mileage/Hours: 2,481
Method of Disposal: Trade	Disposal Value: \$500.00
Picture:	Justification for Replacement:



Unit #633 has 2,481 hours on it and was due for replacement on March 1st, 2012. It was donated to the PRSC from John Deere when the sports complex first opened. This unit is used daily to perform these task


- Haul Chalk, chalkers, and rake
- Move soccer goals
- Field set up
- Summerfest clean up
- Pull hose trailer that is used to irrigate tee ball fields
- Pull garbage trailer

MECHANIC'S REPORT

Due to age and usage of equipment and repeated down time, unit #633 is recommended for replacement.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ 696	\$ 474	\$ 19	\$ 110	\$ 94	\$ 183

DIRECTOR'S REPORT


Department: Park and Recreation	Activity: Prairie Ridge Sports Complex
Description: John Deere Gator	Unit Number: 638
Year Purchased: 3/1/04	Replacement Year: 3/1/12
Purchase Price: \$7,000	Replacement Cost: \$6,300
Condition: Poor	Mileage/Hours: 4,942
Method of Disposal: Trade	Disposal Value: \$0
Picture:	Justification for Replacement:
	<p>Unit #638 has 4,942 hours on it and was due for replacement on March 1st, 2012. This unit is used daily to perform these task</p> <ul style="list-style-type: none"> • Haul Chalk, chalkers, and rake • Move soccer goals • Field set up • Summerfest clean up • Pull hose trailer that is used to irrigate tee ball fields • Pull garbage trailer

MECHANIC'S REPORT

Due to age and usage of equipment and repeated down time, unit 638 is recommended for replacement.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ 458	\$ 327	\$ 404	\$ -	\$ 16	\$ 22


MECHANIC'S REPORT

Department: Public Works	Activity: 260.3261 Roadway Administration
Description: 2003 Chevrolet Silverado 1500 4WD LS	Unit Number: 307
Year Purchased: 2003	Replacement Year: FY 2016
Purchase Price: \$21,737.74	Replacement Cost: \$30,000
Condition: Fair	Mileage/Hours: 61,640
Method of Disposal: Trade-in	Disposal Value: \$7,500.00
Picture:	Justification for Replacement:
	Unit #307 has high miles and will be 12 years old in FY2016. Rust has begun to form in the rocker panel area and over the rear fender wells on both sides of the vehicle. This vehicle is due for replacement.

Central Garage Report:


This truck has extensive rust on box and rocker panels along with undercarriage. The drivetrain is starting to show signs of upcoming problems due to all of the starting and stopping of in town driving.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

DIRECTOR'S REPORT	
Department: Public Works	Activity: 260.3262 Roadway Maintenance
Description: Spaulding 1-Ton Hot Patcher	Unit Number: 247
Year Purchased: 1999	Replacement Year: FY 2016
Purchase Price: \$9,150	Replacement Cost: \$47,500
Condition: Poor (Excellent/Good/Fair/Poor)	Mileage/Hours:
Method of Disposal: Trade	Disposal Value:\$1,000
Picture:	Justification for Replacement:
	<p>Increase the number of potholes that can be patched each day. Existing Unit #247 only has a 1-ton hopper, so it needs to be refilled multiple times per day. When it is refilled, the material then needs to heat up so that it is ready to be used. The travel time to and from the street maintenance facility and the necessary reheating time reduce the amount of time available to fill potholes. A 4-ton hopper would provide enough material for the entire day. Switching from propane to diesel would allow the use of a fuel that is readily available at the City's fueling facility, and it would cost substantially less. The Spaulding also has a warming option that allows for overnight warming so that the material is ready to use first thing in the morning instead of having to heat the material after crews arrive in the morning.</p>
MECHANIC'S REPORT	
<p>The existing hot patch machine requires constant repairs to the burner and regulators due to age, use and design. It is very inefficient because it burns a lot of fuel in order to keep the patch material warm and ready to use, which it turn requires the recurring maintenance work on the burner.</p>	

Type of Repairs	Repair Cost FY 2009	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

DIRECTOR'S REPORT

Department: Public Works	Activity: 260.3263 Snow & Ice control
Description: Tandem axle dump truck	Unit Number: 225
Year Purchased: 2001	Replacement Year: FY2016
Purchase Price: \$128,080.00	Replacement Cost: \$225,000
Condition: Poor (Excellent/Good/Fair/Poor)	Mileage/Hours: 82,586 miles
Method of Disposal: Trade	Disposal Value: \$5,000
Picture:	Justification for Replacement:
	<p>#225 has rust problems with the frame that are reducing the load carrying and dumping capabilities of the truck. As the rusting continues, the risk of the frame failing will increase. Replacing #225 will allow the department to move the oldest tandem into reserve and place a new, reliable piece of equipment on a dedicated route.</p>

MECHANIC'S REPORT

The rust is already causing bolts to pull out of the frame and is separating the frame, which is reducing the load carrying and dumping capabilities of the truck. We had the truck looked at by O'Halloran's, our International dealer, and we were told in order to have the frame completely restored using the existing drive train if it was reusable, it would cost between \$60,000 and \$70,000. The truck will eventually need to be taken out of service for safety reasons.


Type of Repairs	Repair Cost FY 2009	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

#225 Frame Pictures for Mechanics Report





DIRECTOR'S REPORT


Department: Public Works	Activity: 260.3263 Snow & Ice control
Description: Single axle dump truck	Unit Number: 224
Year Purchased: 2006	Replacement Year: FY 2017
Purchase Price: \$57,190.00	Replacement Cost: \$195,000
Condition: Poor (Excellent/Good/Fair/Poor)	Mileage/Hours: 2,478 hrs.
Method of Disposal: Keep in fleet for Parks Maintenance. Sell or trade Unit #647	Disposal Value:\$5,000
Picture:	Justification for Replacement:
	#224 has a rusty frame, box, and body. #224 will move into park maintenance and replace existing Unit #647, 2003 single axle dump truck, snow plow, wing, and application system. Unit #647 will be sold or traded.

MECHANIC'S REPORT

This truck has a lot of rust on the body and chassis. The electrical and hydraulic systems are showing significant wear, including all hoses and hose fittings. The electrical connections should be run as a spare plow truck and for hauling material and not as a primary snow plow truck.

Type of Repairs	Repair Cost FY 2009	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

DIRECTOR'S REPORT

Department: Public Works	Activity: 260.3263 Snow & Ice Control
Description: End Loader	Unit Number: 241
Year Purchased: 1991	Replacement Year: FY 2017
Purchase Price: \$61,100.00	Replacement Cost: \$195,000
Condition: Poor (Excellent/Good/Fair/Poor)	Mileage/Hours: 17,000 hrs.
Method of Disposal: Trade	Disposal Value:\$15,000
Picture:	Justification for Replacement:
	<p>#241 is rusted, underpowered, and when it has a mechanical failure its downtime is lengthy because of the difficulty associated with finding replacement parts. Purchasing a replacement will allow the oldest end loader to be moved from cul-de-sac snow removal operations to loading salt into snow plow trucks. After the truck routes are plowed, the oldest end loader could be moved from the salt storage facility and used to help with the cul-de-sacs providing an additional end loader for cul-de-sac snow removal operations, which would help reduce snow removal times. This will also put more reliable equipment in place for primary snow removal.</p>

MECHANIC'S REPORT

Due to the wear and tear and rust on this end loader, we would be better off to sell or trade it. This loader has already had the body rebuilt once a few years ago. The drive train and all mechanical parts are no longer readily available because the manufacturer (Michigan) is no longer in business. We are currently getting what parts we can from our Volvo distributor. For the last major breakdown, we went through a salvage dealer to find our rear axle gears. The hours on this loader are incorrect as the meter shows we have had to replace the meter three times, but all of my records are showing it should have around 17,000 hours of use.

Type of Repairs	Repair Cost FY 2009	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

MECHANIC'S REPORT

Department: Public Works	Activity: 510.3512 Water Maintenance
Description: Chevrolet Silverado ½ ton pickup truck	Unit Number: 921
Year Purchased: 2005	Replacement Year: FY 2016
Purchase Price: \$8,705 + trade in	Replacement Cost: \$21,000
Condition: Fair	Mileage/Hours: 91,101 miles
Method of Disposal: Trade-in	Disposal Value: \$2,500
Picture:	Justification for Replacement:



Unit # 921 is 10 years old and has more than 91,000 miles. In FY13 & FY14, \$1907 was spent on repairs for this vehicle.


Central Garage Report:

This truck is recommended for replacement due to the vehicle's age, mileage and constant stop and go driving.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ 1,777	\$ 130	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ 1,777	\$ 130	\$ -



MECHANIC'S REPORT

Department: Public Works	Activity: 510.3512 Water Maintenance
Description: Chevrolet Silverado, ½ ton, Standard Cab, Long Box, pickup truck	Unit Number: 924
Year Purchased: 2005	Replacement Year: FY 2016
Purchase Price: \$13,799 + trade in	Replacement Cost: \$21,000
Condition: Fair	Mileage/Hours: 84,705 miles
Method of Disposal: Trade in	Disposal Value: \$3,500
Picture:	Justification for Replacement:
	Unit #924 is 10 years old and has more than 84,700 miles. In FY13 & FY14, \$1731 was spent on repairs for this vehicle. Currently, it has body damage to the rear quarter panel.


Central Garage Report:

This truck is recommended for replacement due to the vehicle's age, mileage and body damage.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ 701	\$ 1,030	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ 701	\$ 1,030	\$ -



MECHANIC'S REPORT

Department: Public Works	Activity: 510.3512 Water Maintenance
Description: Ford F-150, ½ ton, Standard Cab, Long Box, Pickup Truck	Unit Number: 928
Year Purchased: 2007	Replacement Year: FY 2016
Purchase Price: \$8,435 + trade in	Replacement Cost: \$21,000
Condition: Fair	Mileage/Hours: 86,079 miles
Method of Disposal: Trade-in	Disposal Value: \$4,500
Picture:	Justification for Replacement:
	Unit #928 is 8 years old and has more than 86,000 miles. In FY13 & FY14, \$2824 was spent on repairs for this vehicle.

Central Garage Report:

This truck is recommended for replacement due to the vehicle's age and mileage.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ 2,626	\$ 198	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ 2,626	\$ 198	\$ -



MECHANIC'S REPORT

Department: Public Works	Activity: 510.3512 Water Maintenance
Description: 1-ton flatbed truck	Unit Number: 986
Year Purchased: 1995	Replacement Year: FY 2016
Purchase Price: \$11,826 truck + box	Replacement Cost: \$57,000
Condition: Fair	Mileage/Hours: 13,454 miles
Method of Disposal: Trade-in	Disposal Value: \$6,500
Picture:	Justification for Replacement:



Existing Unit #986 has a dump box that no longer operates. Replacing the box and hoist is estimated to cost approximately \$15,000, which is more than 25% of the cost for a new Ford F-550 diesel truck with a side and rear dumping box. The existing truck has lower miles, but it is used heavily, does not have sufficient power, and does not have the towing or hauling capacity that is needed to haul equipment and material.

Central Garage Report:

This truck is highly recommended for replacement. The lift gate is constantly a problem and the dump bed is twisted and does not go to the down position and sit on the frame properly. The hydraulics are also getting very weak.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ 419	\$ 827	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ 419	\$ 827	\$ -

MECHANIC'S REPORT

Department: Public Works	Activity: 550.3552 Wastewater Maintenance
Description: Chevrolet ½ ton pickup truck	Unit Number: 721
Year Purchased: 2006	Replacement Year: FY 2017
Purchase Price: \$10,105	Replacement Cost: \$21,000
Condition: Fair	Mileage/Hours: 50,240 miles
Method of Disposal: Trade-in	Disposal Value: \$2,500
Picture:	Justification for Replacement:




Unit #721 will be 10 years old in FY 2017, and it currently has more than 50,000 miles. In FY13 & FY14, \$1027 was spent on repairs for this vehicle.

Central Garage Report:

This truck is recommended for replacement in FY 2017 due to the vehicle's age, mileage and usage.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -	\$ 691	\$ 336	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ 691	\$ 336	\$ -

MECHANIC'S REPORT

Department: Public Works	Activity: 550.3552 Wastewater Maintenance
Description: Ford 1-ton utility truck with Autocrane	Unit Number: 723
Year Purchased: 1993	Replacement Year: FY 2017
Purchase Price: \$14,411 truck + utility box and crane (unable to find purchase price for these)	Replacement Cost: \$106,000
Condition: Good to Fair	Mileage/Hours: 12,818 miles
Method of Disposal: Trade-in	Disposal Value: \$6,500
Picture:	Justification for Replacement:
	Unit #723 will be 24 years old in FY 2017. In FY14, \$306 was spent on repairs for this vehicle.


Central Garage Report:

The utility truck is recommended for replacement in FY 2017 due to the vehicle's age and usage.

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
	\$ -	\$ -	\$ -		\$ 306	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ 306	\$ -



DIRECTOR'S REPORT


Department: Public Works	Activity: 580.3584 Street Cleaning
Description: Street Sweeper	Unit Number: 220
Year Purchased: 2003	Replacement Year: FY 2016
Purchase Price: \$160,047	Replacement Cost: \$270,000
Condition: Fair (Excellent/Good/Fair/Poor)	Mileage/Hours: 65,121 miles/6,612 hrs.
Method of Disposal: Trade In	Disposal Value: \$7,500
Picture:	Justification for Replacement:
	<p>This sweeper is currently 11 years old, and it is wearing out. During spring, summer and fall, it is on the road five (5) days per week all day. The replacement sweeper will ensure that the City is able to continue removing debris, cleaning the streets and providing safe travel for motorists while keeping this material out of the City's storm sewer system, waterways and ponds.</p>

MECHANIC'S REPORT

Recommend replacement due to years of service. We have welded patches and steel plating into the inter body due to wear. The unit's hydraulics are weakening and the parts are no longer readily available. The existing unit needs a transmission, which costs \$5500 and the Z-drive rebuilt, which costs \$12,000.


Type of Repairs	Repair Cost FY 2009	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014
Annual Expenses	\$ -					
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

MECHANIC'S REPORT

Department: Parks and Recreation	Activity: Golf course Maintenance
Description: Greens mower	Unit Number: 824
Year Purchased: 2003	Replacement Year: 2016
Purchase Price: \$16,840	Replacement Cost: \$29,198.25
Condition: used	Mileage/Hours: 3060
Method of Disposal: trade in	Disposal Value: \$1300.
Picture:	Justification for Replacement:
	Greens mowers were on a 12 year replacement schedule. Buying a new greens mower every three years would mean the oldest mower would be 12 years old. We need to get back to a regular replacement schedule. The greens are our most highly maintain areas on the golf course.
Mechanics report	
The older the machine gets the potential for leaks goes up. There are many hidden steel hydraulic lines that rub together that can create leaks. It has seven hydraulic motors that are well wore and expensive to replace. The diesel motor has over 3000 hrs. on it. The reels are wore to the point of needing replacement.	

Type of Repairs	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014	Repair Cost FY 2015
Rod oc	\$ -	\$ 24	\$ -	\$ -	\$ -	\$ -
saftey decal/switch	-	-	8	-	16	-
v-belt	24	57	-	8	-	-
cam roller/ seal kit	37	24	65	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ 61	\$ 105	\$ 73	\$ 8	\$ 16	\$ -

DIRECTOR'S REPORT

Department: Public Works	Activity: 710.5710 Central Garage
Description: Light Duty ½ Ton Truck	Unit Number: 264
Year Purchased: 2005	Replacement Year: FY 2017
Purchase Price: \$18,000	Replacement Cost: \$30,000
Condition: Fair (Excellent/Good/Fair/Poor)	Mileage/Hours: 57,160 miles
Method of Disposal: Trade	Disposal Value: \$5,000
Picture:	Justification for Replacement:
	<p>#264 has minimal hauling or towing capacity, and it also cannot be effectively used to plow snow. Replacing #264 with a ¾ ton heavy duty truck with a plow hitch and controller will allow this truck to be used for all of the tasks currently done by the Central Garage Foreman including plowing the fuel station and street maintenance facility and hauling material in the bed or on a trailer to support the Central Garage operations.</p>

MECHANIC'S REPORT

This truck has extensive rust on the under carriage and lower body panels. It is not able to tow the trailers and equipment that we need to support the Central Garage operations. It also cannot haul a snow plow and the mechanics are now responsible for plowing the City's street maintenance facility and fueling station. We also need a plow to enable us to plow around disabled snow plow trucks on the street, so they can be repaired allowing them to be put back into service faster during a snow event.

Type of Repairs	Repair Cost FY 2009	Repair Cost FY 2010	Repair Cost FY 2011	Repair Cost FY 2012	Repair Cost FY 2013	Repair Cost FY 2014
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Repair Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -